SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

KHALSA COLLEGE FOR WOMEN

KHALSA COLLEGE FOR WOMEN, AMRITSAR GT ROAD AMRITSAR
143002

www.kcwasr.org

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Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Established in 1968, Khalsa College for Women is one of the leading colleges of Punjab situated on G.T. Road, Amritsar. It is a premier institute having the proud privilege of working under the auspices of Khalsa College Charitable Society, a visionary and dynamic governing body. Affiliated to Guru Nanak Dev University, Amritsar, the college is recognized under sections 2(f) and 12(B) of the UGC Act since 2006.

Spread over an area of 8.12 acres, it has a magnificent building, ICT enabled classrooms, well equipped laboratories, library, hostel and many other facilities as a part of the adequate infrastructure to meet requirements of curriculum with perfect output. Well maintained playgrounds, lawns and sufficient plantation are a blessing for the college.

We prepare students for contemporary global challenges and needs by providing them a wide range of UG and PG programs, diplomas, and add on courses. We are also running Certificate Courses under Jagat Guru Nanak Dev Punjab State Open University, Patiala. The inclusion of +1, +2 and preparatory classes for job-oriented competitive exams has surged the educational graph of the institution.

Our college organizes national and international seminars, conferences, and workshops sponsored by UGC, ICSSR and other agencies. It takes initiatives to arrange extension lectures, field and industrial visits, educational tours etc. for the students in order to augment their experiential and participative learning. In the last few years, ICSSR sponsored research projects have been successfully completed. Publications of the college include college magazine, seminar proceedings, biannual e-journal, books and edited books with ISBN.

Various clubs and committees including NSS and NCC, provide a wonderful platform to the students to enhance their overall personality. Our Placement Cell invites various companies to conduct recruitment drive for campus placement of the students.

The college has been twice accredited 'A' grade by NAAC in 2009 and 2017. It was shortlisted for the 10 Best Vocational Education and Training Institutions by The Knowledge Review: A Global Education Magazine in 2018. In 2021, MHRD recognized Institutional Innovation Council of our college has been awarded 3.5 stars and is the second highest Golden Star winner in India.

Vision

Our vision is to identify, incorporate and foster all effective strategies that help in students' holistic and multidisciplinary development while continuously upgrading the pedagogic skills of the teachers. Our focus is to provide need based, skill based and value based education to the students in order to enhance their employability skills and make them globally competent through their comprehensive excellence.

Mission

- To develop intellectual curiosity, creativity, critical thinking, problem solving ability, scientific temper and team work among the students to make them confident, committed and communicative individuals.
- To promote multidisciplinary approach of National Education Policy 2020, sustain quality in teaching-learning and research, and encourage industry-academia collaboration.
- To inculcate ethical, moral and environmental values in the students & mould them as intellectually competent, psychologically integrated, morally upright and responsible citizens.
- To emphasize on optimal use of technological advancement, innovations and effective use of ICT to meet the requirements of high-tech 21st century world.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Highly reputed institute with 54 years of experience and excellent support from socially responsible management of Khalsa College Charitable Society, Amritsar.
- Accredited 'A' Grade by NAAC in two cycles.
- Awards and incentives to teachers for their remarkable contribution in the field of Education and Research. One of our faculty got 'Best Researcher Award (Rs. 1,00,000).
- Experienced and hardworking faculty with expertise in a variety of disciplines.
- Two teachers have Patent publications.
- Major and minor research projects successfully completed by the faculty.
- Affiliation with the Jagat Guru Nanak Dev State Open University, Patiala for skill based courses.
- Academically motivated students with outstanding results in examinations.
- Guidance for competitive examinations, career counseling, soft skill development.
- National and international MOUs with academia and industry.
- Regularly organise sponsored seminars, conferences, workshops, webinars, and FDPs.
- Publishes College magazine, seminar proceedings, edited books with ISBN and a biannual e-journal.
- Well-equipped labs with ICT facilities
- Campus is equipped with Wi- Fi facility having 50 Mbps bandwidth.
- Excellent well-stocked, automated library and e-library (INFLIBNET/NLIST) with spacious reading hall.
- Mata Jeet Kaur Hostel consisting of two buildings with 110 rooms
- 24/7 CCTV survillence.
- Excellent work culture with well-defined organisational structure reflected in the decentralised, participatory, and transparent management style through e-governance.

- Scholarships and freeships to merit holders, needy and deserving students.

- With effect from 2018–2019, the college formed Institutional Innovation Council under the auspices of the Ministry of Education.

- Effective grievance redressal and feedback system form from all the stakeholders.
- Organized various cultural, sports, social, recreational and other educational events
- Solar energy system to supply green and clean energy.
- Efficient internal and external auditing systems for financial, academic and administrative auditing
- Social Entrepreurship Swachata and Rural Engagement cell to inculcate social and entrepreneurial skills among students.
- For community linkages college has adopted Kot Khalsa village
- Commendable achievements of the students in the field of Sports and cultural activities at university/state/National/International levels.
- Societies and clubs to promote social harmony and universal human values.
- Alumni Association is the backbone of the college
- ISO 9001:2015 Certification

Institutional Weakness

- Less number of teachers with Ph.D.
- Decrease in full time grant-in-aid posts.
- Due to lack of government grants, it is difficult for financially poor students to afford the tuition for non-granted courses.
- Less number of CARE listed publications
- Lack of industry funding.
- Inadequate commercialization of IPRs
- We have not been able to make ample provisions for hassle-free accessibility to upper floor rooms, primarily for physically challenged staff and students as there is no lift.
- Limited academic flexibility since we are implementing university curriculum
- Number of students qualifying in competitive examination is limited.
- Affiliating university policy resulting in Insufficient research guidance by the faculty
- Poor communication skills and lack of readiness for exposure among students.

Institutional Opportunity

- With its excellent faculty, good facilities, and outstanding academic reputation, the college has the potential to become a leading national educational institution.
- To get Autonomous Status of College
- Although some vocational and skill-based courses have been introduced as part of NEP 2020 to help students improve their skills and capacity, there is still room to add many more.
- Enhancement of on campus placement activities for more employability.
- Inclusion of faculty members as experts in SWAYAM/NPTEL etc.
- More initiatives for online courses to encourage students to get global exposure
- Uplift faculty exchange and student exchange programmes at State, National and International level.
- To enter into more number of collaborations, tie ups and MOU's.
- Since innovation and entrepreneurship are becoming more important, certain startups can be established with more evident market products.
- Research tie ups to cover all the disciplines
- The college's online education platform can be used for online or blended learning in the post-pandemic educational environment.

○ Collaborative researches with national and international institutions need to be explored.

Institutional Challenge

- To increase the employability and entrepreneurial skills among the students with the rising competition and demand in the outside world.
- Lack of enough **industries in the surroundings** for placement and internship
- Punjabi young exodus after 10+2.
- 100 percent paperless working in the college to save trees and the environment.
- To provide more financial support to the economically weaker and needy students especially from rural background.
- Need to increase the number of publications in Scopus.
- Rising cost of education. Education is provided by constituent colleges at a low per-unit cost.
- Punjab's post-matriculation scholarship programme for SC/ST students has some confusion.
- Scope for strengthening linkage with alumni for benefit of current students.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The College follows the curriculum prescribed by the affiliating university. The process of curriculum delivery is well planned, documented, and transparent. It adheres to the institutional academic calendar for all the activities conducted during the academic year.

Teaching workload is allocated by the HODs, keeping in view the specialization of the teacher.The college makes efforts for curriculum improvement through its representatives participating in boards of studies by providing suggestions and inputs for revision of the syllabi as per need.

The college offers undergraduate and graduate programmes in the humanities, sciences, and commerce. The institute also provide platform for holistic development of students by offering value oriented Add-on-courses. For providing skill-oriented and competent education, the college is offering 4 certificate courses affiliated with Jagat Guru Nanak Dev Punjab State Open University, Patiala. Bridge courses are offered to students who change streams after 10+2. Students are encouraged to enrol in MOOCs through SWAYAM and NPTEL. The college collaborates with reputable institutions as part of the enrichment of the programme. To make the students employable, the college is also providing an in-house facility for the preparation of the UGC-NET Examination and other Competitive Examinations.

Faculty members regularly update their disciplinary knowledge through active involvement in faculty development programmes. The use of conventional chalk and talk method in the classroom is blended with contemporary, creative ICT-enabled pedagogy.

The students have the freedom and flexibility to choose/opt elective subjects. The students are evaluated on the basis of house tests, classroom discussions, power point presentations, quizzes, seminars etc. Through projects, Excursions, industrial visits, and field trips, internships and training, certain courses give students the opportunity to gain real-world experience.

Students are sensitised on various issues such as social responsibility, environment protection, anti ragging, women empowerment, gender-based inequalities etc. Curriculum of academic programmes along with certificate programmes run by the college sensitizes the students on such cross cutting issues.

The college has an effective mechanism to solicit feedback from various stakeholders for continuous improvement. Corrective actions are taken, based on feedback analysis and the report is uploaded on website.

Teaching-learning and Evaluation

The entire admission process is transparent and systematic as per the rules of Government of Punjab and Guru Nanak Dev University, Amritsar. The institution provides healthy teaching learning environment and offers broad range of skill oriented and value added courses. Orientation sessions and tutorials are conducted to assess the learning levels of the students. The teachers identify slow learners & advance learners. Slow learners are provided guidance through remedial classes and tutorials. Advanced learners are encouraged to enrol for online courses on various platforms like SWAYAM and NPTEL. Bridge courses are also offered for newly admitted students to cover the gap between subjects studied in previous classes and subjects that they would be studying in new courses. The students performed well in university examination securing a good number of university merit positions

Student centric methods, such as experiential learning, participative learning and problem-solving methodologies are used for enhancing the learning experiences of the students. Teachers also use various ICT resources such as Google Classroom and other e-platforms in providing variety of learning experiences to the students.

Teacher–student and mentor-mentee ratio is optimum. Mentors are actively engaged in providing academic and general counseling to the mentees. The institution has well qualified teaching faculty holding PhD degrees in various disciplines with a mix of highly experienced and early career faculty members. Every faculty is encouraged to update their knowledge about the latest trends in their subject by attending Refresher Courses, Seminars and Workshops.

Through the initiatives of IQAC, Outcome Based Education (OBE) has been implemented in the teaching-learning process. Carefully designed Program Outcomes (POs), Program Specific Outcomes (PSOs), and Course Outcomes (COs) are displayed and communicated to the stakeholders through various means. The college has devised a methodology for mapping of PO-CO on the basis of exit survey.

Grievances related to examinations and evaluations are addressed by well-defined procedure. The process for internal evaluation is transparent and robust. Diagnostic and formative assessment is done before summative assessment for timely remedial measures. There is also a strong feedback system, which is analyzed to ensure quality enhancement.

Research, Innovations and Extension

Our institute provides an environment which is conducive to research, innovation and extension activities. The faculty has successfully completed and also applied for major and minor research projects approved by ICSSR and Non-Government organisation. The college has been at the forefront in organizing sponsored seminars, conferences, workshops, webinars, and FDPs. Our management gives the Best Researcher and Best Teacher Award to kindle the spark of research amongst the faculty. Further the institute facilitates the professional growth of teachers by giving study leave with pay**.** Four teachers are recognized as research guides for Ph.D. and two have patent publications to their credit.

The faculty has published research papers in various national and international journals including Scopus, and UGC-CARE List. A good number of books, chapters in edited books bearing ISBN have also been published by the faculty. Publications of the college include the college magazine, seminar proceedings, edited books with ISBN and a biannual e-journal.

The college has functional Research Development Cell, Skill Development Centre, Incubation Cell, E-media Centre, Intellectual Property Rights and Entrepreneurship Development Committee to support initiatives for conception and transfer of knowledge. Various collaborative activities for research, faculty exchange, student exchange, field trips, on-the-job training and internships are organised for the professional growth of students and faculty. MHRD recognized Institutional Innovation Cell of the college as the second highest Golden Star Winner with the rating of 3.5 Stars. In order to establish institute-industry interface, the college has MoUs with various national and international institutes, social bodies and industrial organisations.

The institution actively participates in extension activities and outreach programs to benefit society by providing social and community services through its NSS units, Red Cross Society, Red Ribbon Club and other clubs and societies. Students participate in social activities at the adopted village Kot Khalsa during NSS Camps and sensitize people about social issues including cleanliness, environment protection, AIDS awareness, women empowerment, Health, voting rights etc. with an objective to create a healthy and well-informed society. Rallies and marches for various programs and government schemes such as Swachh Bharat are also organized, which exhibit good citizenship.

Infrastructure and Learning Resources

The college, set against the backdrop of extensive green cover, has a striking architectural building sprawling over an area of **25918** sq meters creating a congenial atmosphere for the teaching-learning process. The college has an excellent infrastructure with six distinctive blocks (Administrative, Arts, Computer Science, Fashion Designing, Commerce, and Fine Arts blocks) having 72 classrooms with ICT facilities like projector, smart boards etc. and 35 well-equipped labs enhancing the quality of education and catering to the needs of the students. Media centre is also there for recording e-lectures. Campus is equipped with Wi- Fi facility having 50 Mbps bandwidth. The college has **210 computers** loaded with latest antivirus software and the student computer ratio is 16:1

One seminar and conference hall for conducting academic, research-oriented and guest lectures are also available. The college auditorium extending over 12000 sq ft and having a seating capacity of 1000 persons provides a vibrant space for the curricular and co-curricular activities of the institution. One open air theatre is also available for conducting assembly and other religious activities. Mata Jeet Kaur Hostel consisting of two buildings with 110 rooms is available in this learner-cantered institution.

Campus is holding Mata Sahib Kaur Library equipped with 26168 books. The college library is fully automated with E-Governance software. The college has subscribed services of National Library and Information Services Infrastructure for Scholarly Content (**N-LIST**) under ID 7819, which is jointly executed by e-shodhsindhu consortium, INFLIBNET Centre. National Library and Information Services Infrastructure for Scholarly Content (N-LIST) provides access to more than 6,000+ e-journals and more than 1,99,500+ e-books.

The institute has amenities like campus security, canteen, gymnasium, vast playgrounds for sports and games, yoga and meditation room, gurudwara sahib, medical room, IQAC room, gensets, surveillance system and fire extinguishers etc. The college also installed a solar plant to supply green and clean energy. Apart from this, a boxing ring, swimming pool, nursery, guest house, residential quarters for teaching and non-teaching staff diagnostic lab, ATMs, physiotherapy centre, dairy farming, Sikh historical research centre, organic farms, and dispensary are some of the shared facilities.

Student Support and Progression

Our institution has a well-organized and effective student support system. It has a scholarship cell to create awareness and provide financial assistance and free ships to sportspersons, meritorious, needy, deserving and differently-abled students under government and non-government scholarships schemes.

The college undertakes various initiatives like personality development programmes, motivational lectures, and workshops, to enhance soft skills, communication skills and computing skills of the students. Besides, college also organises Yoga classes, lectures on health and hygiene awareness by eminent personalities to develop life skills among the students.

Our institution provides coaching and guidance for the preparation of UGC/NET and other competitive examinations for the student progression. Career Counseling and Placement Cell of the college organizes various seminars, workshops and lectures to provide career guidance to the students. A good number of our graduates and post graduates progress to higher education in various reputed institutes and are well placed in teaching, banking, MNCs, accountancy profession, fashion designing industry and many are successful entrepreneurs.

Keeping in view the holistic development of the institution, the Student Advisory Committee of the college assists in planning and development of various cultural, sports, social, recreational and other educational events. The students have shown glorious results by winning a large number of awards, medals and recognitions at international, national, state, inter university levels. It has successfully organized and participated in 4 youth festivals, 37 cultural events and 4 sports events. International folk festivals have also been organised by the college as part of cultural exchange programme.

Our college has a proactive Grievance Redressal Cell, Anti-Ragging Committee and Internal Complaint Cell to handle the students' and staff's complaints and concerns. The major aim is to provide a mechanism for redressal of students' grievances and ensure safe, transparent and responsive environment to the students and prevention of unfair practices, etc. in order to keep the institute's teaching environment peaceful and pleasant. Alumni Association of College is the registered alumni body which aims to enhance college's preeminence by establishing a connection between the alumni and alma-mater. It also makes whole-hearted and credible financial and non-financial contribution to help the needy students.

Governance, Leadership and Management

The governance and leadership is in accordance with vision and mission of the institution and it is visible in various institutional practices such as decentralization and participation in the institutional governance. The college has a well-defined organizational structure. Governing Body of the college forms policies and plans for the development and growth of the college and decisions are implemented by the Principal in assistance with the HODs, conveners of the different committees, teaching and non- teaching staff.

The College has implemented e-governance in all areas of operations such as finance, accounts, infrastructure, inventory, library, staff database including salary and attendance, students' database, admission, fees etc. The institution follows the Performance Based Assessment Score (PBAS) for the faculty based upon UGC Regulations and performance appraisal of non-teaching staff based upon Annual Confidential Reports. The institution follows promotional policies as delineated by the UGC and endorsed and implemented by Government of Punjab and also by Guru Nanak Dev University, Amritsar, the affiliating university. College endeavors to professionally enrich their staff members by providing them chance to be a part of various Refresher Courses, Induction Training Programme, Workshops, Seminars and Symposiums organized by Government and Non-Government organizations. Moreover, college also organizes numerous professional development and administrative training programmes for the professional growth of the staff.

The college maintains transparency in its financial, academic and administrative functions.Optimal utilization of all resources is the key concern of the college. The college has established methods and procedures for mobilizing funds from different funding agencies like government resources, voluntary organizations, and philanthropic individuals and agencies. There is a well-developed system of internal and external financial audit which is conducted by competent authorities regularly.

IQAC of the college implements best institutional strategies and adopt various quality assurance practices in teaching and learning. Regular meetings of IQAC are held with different stakeholders to discuss quality initiatives. By conducting annual Academic and Administrative Audit, IQAC reviews the performance of the institution and suggests improvements towards excellence both in academics and administration. As a commitment to quality, Khalsa College for Women is ISO 9001:2015 certified and regularly participates in NIRF.

Institutional Values and Best Practices

Our institute, with full potential, emphasize on the development of students, faculty and non-teaching staff so that they can work with utmost harmony in a congenial and safe environment. Various committees, societies and cells are formed to promote gender equity and to instil constitutional obligations which create a sense of responsibility towards the nation. This will make students vigilant and ethical citizens.

Festivities of both national and international relevance are commemorated with great fervour in the college with the spirit of secularism. A determined focus on the core values is the primary notion of our esteemed institute where students coming from numerous cultures, religions, backgrounds and regions can mutually survive with peace and integrity.

Furthermore, environment sustainability as a best practice is the top most priority of our college. **The college's Rotract club saved the demolition of an old tree from the public construction site and subsequently planted it in the college campus**. The college continuously makes efforts to reduce the carbon footprint. To ensure a green and clean campus, various initiatives have been taken, such as ban on single-use plastic and polythene bags, restricted entry of automobiles in the campus, pedestrian-friendly routes, and campus landscaping with trees and plants.

As an energy saving initiative, solar power plant is implanted in the college. In addition, to save every drop of water, rainwater harvesting system is installed. As a measure to manage waste, vermicomposting and e-waste management are supervised by the Social Entrepreneurship, Swachhta and Rural Engagement Cell. To check the accuracy of the facts related to environment, energy and green campus, the audit pertaining to these areas is conducted annually.

From the perspective of educating students, various add-on and certificate courses are also offered, relating to energy conservation and waste management. Numerous steps have been taken to enhance the students' digital literacy through ICT-enabled teaching. To address the needs of the neighbourhood and society, the college coordinates a variety of programmes and collaborates with orphanages and NGOs. Furthermore, the college provides a conducive environment to the differently abled students through ramps and disabled friendly washrooms.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	KHALSA COLLEGE FOR WOMEN
Address	Khalsa College for women, Amritsar GT Road Amritsar
City	Amritsar
State	Punjab
Pin	143002
Website	www.kcwasr.org

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Surinder Kaur	0183-5050431	9814790220	0183-5050431	kcw_asr@yahoo.co.in
IQAC / CIQA coordinator	Manbir Kaur	0183-5050432	9779193434	0183-5050432	kcw_asr@yahoo.co.in

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	For Women
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details

State	University name	Document
Punjab	Guru Nanak Dev University	[View Document](#)
Punjab	Jagat Guru Nanak Dev Punjab State Open University	[View Document](#)

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	31-03-2006	[View Document](#)
12B of UGC	31-03-2006	[View Document](#)

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus

Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Khalsa College for women, Amritsar GT Road Amritsar	Urban	8.12	20298.97

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)

Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BCom,Commerce	36	Senior Secondary Exam	English,Hindi,Punjabi	225	61
UG	BVoc,Commerce	36	Senior Secondary Exam	English,Hindi,Punjabi	50	12
UG	BBA,Commerce	36	Senior Secondary Exam	English,Hindi,Punjabi	60	32
UG	BCom,Commerce	36	Senior Secondary Exam	English,Hindi,Punjabi	19	19
UG	BCom,Commerce	36	Senior Secondary Exam	English,Hindi,Punjabi	60	23
UG	BSc,Computer Science	36	Senior Secondary Exam	English,Hindi,Punjabi	60	25
UG	BCA,Computer Science	36	Senior Secondary Exam	English,Hindi,Punjabi	120	61
UG	BSc,Fashion Designing	36	Senior Secondary Exam	English,Hindi,Punjabi	40	26
UG	BVoc,Fashion Designing	36	Senior Secondary Exam	English,Hindi,Punjabi	50	27
UG	BSc,Sciences	36	Senior Secondary Exam	English,Hindi,Punjabi	6	6
UG	BSc,Sciences	36	Senior Secondary Exam	English,Hindi,Punjabi	120	18
UG	BSc,Sciences	36	Senior Secondary	English,Hindi,Punjabi	23	23

			Exam			
UG	BVoc,Sciences	36	Senior Secondary Exam	English,Hindi,Punjabi	50	22
UG	BSc,Arts	36	Senior Secondary Exam	English,Hindi,Punjabi	28	28
UG	BA,Arts	36	Senior Secondary Exam	English,Hindi,Punjabi	131	131
PG	MCom,Commerce	24	Graduation with BCOM BBA	English,Hindi,Punjabi	60	36
PG	MSc,Computer Science	24	Graduation with Computer Science	English,Hindi,Punjabi	30	9
PG	MSc,Computer Science	24	Graduation with Computer Science	English,Hindi,Punjabi	30	11
PG	MSc,Fashion Designing	24	Graduation with FD Home Science	English,Hindi,Punjabi	30	24
PG	MA,Arts	24	Graduation	Punjabi	60	18
PG Diploma recognised by statutory authority including university	PG Diploma, Commerce	12	Graduation with any stream	English,Hindi,Punjabi	50	6
PG Diploma recognised by statutory authority including university	PGDCA,Computer Science	12	Graduation with any stream	English,Hindi,Punjabi	80	14
PG Diploma recognised by statutory	PG Diploma, Fashion Designing	12	Graduation with any stream	English,Hindi,Punjabi	50	16

authority including university								

Position Details of Faculty & Staff in the College

Teaching Faculty											
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				1				2				15
Recruited	0	1	0	1	0	2	0	2	1	4	0	5
Yet to Recruit				0				0				10
Sanctioned by the Management/Society or Other Authorized Bodies				0				1				66
Recruited	0	0	0	0	0	1	0	1	6	60	0	66
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				13
Recruited	2	0	0	2
Yet to Recruit				11
Sanctioned by the Management/Society or Other Authorized Bodies				42
Recruited	27	15	0	42
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				1
Recruited	1	0	0	1
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				8
Recruited	3	5	0	8
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	1	0	0	1	0	2	9	0	13
M.Phil.	0	0	0	0	2	0	0	3	0	5
PG	0	0	0	0	0	0	2	3	0	5
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	13	0	13
M.Phil.	0	0	0	0	0	0	1	1	0	2
PG	0	0	0	0	0	0	2	35	0	37
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	2	0	2
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	1	7	0	8
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	0	0	0	0	0
	Female	1166	21	0	0	1187
	Others	0	0	0	0	0
PG	Male	0	0	0	0	0
	Female	152	7	0	0	159
	Others	0	0	0	0	0
PG Diploma recognised by statutory authority including university	Male	0	0	0	0	0
	Female	40	2	0	0	42
	Others	0	0	0	0	0
Diploma	Male	0	0	0	0	0
	Female	43	1	0	0	44
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	200	0	0	0	200
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	0	0	0	0
	Female	137	82	128	101
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	129	64	100	81
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	369	275	387	407
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		635	421	615	589

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	The vision of the college is to promote multidisciplinary approach of National Education Policy 2020, and sustain quality in teaching-learning and research. For smooth implementation of NEP 2020, college has varied departments under the Faculties of Science, Commerce, Arts and Humanities. B.Voc degree programs with multiple entry and exit points are running successfully in the college. The college has initiated new interdisciplinary add on courses for holistic development of students. The courses are designed in such a way that students may get maximum flexibility to choose courses offered by the other departments.

2. Academic bank of credits (ABC):	The college has started working on the ABC under the guidance of its affiliating University. When affiliating University leverages the system of Academic Bank of Credits the college shall be fully compliant of the rules. We encourage our students to attend online courses on MOOCs SWAYAM portal and NPTEL. To enable credit transfer, the College is in the process of establishing MOU with the foreign universities. The sensitization process has also been initiated by the faculties as part of discussions and groundwork preparation.
3. Skill development:	The college is running B. Voc. Programs following NSQF. The college has introduced 25 skill based add on courses such as Tally, IT Enabled Services, Waste Management, Cosmetology and Religious Studies etc. The college has well equipped computer Lab, ICT based smart classroom, MoU with industry/academia for the skill development of the students. In order to inculcate the value based education, the college organises religious and divine events and celebrates the festivals in their true spirit.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	For integration of Indian Knowledge system, the college runs UG and PG programmes in English, Hindi and Punjabi medium. All trees and plants are labelled in English and Punjabi in order to promote language integration. In addition to the curriculum, add on course in Urdu has been introduced in view of NEP. These languages are taught by full-time, trained faculty at the college, and the library is also well-stocked with the necessary reading materials. To encourage the integration of regional languages, the institute has conducted field trips, literary activities, traditional days, yoga, and meditation. Each academic session at the college begins with "Ardas Divas" followed by Guru Ka Langar.
5. Focus on Outcome based education (OBE):	The college has uploaded POs, PSOs, and COs on the college website in order to achieve OBE. The same are prominently displayed across the departments, and teachers disseminate COs in classroom interaction. The accomplishment of PO's, PSO's, and CO's are calculated in each department for all subjects through Bloom's Taxonomy, and the mapping of questions is done with CO's of the subject.
6. Distance education/online education:	Institute has sufficient infrastructure for developing

	online content and conducting online courses. Senior faculty members have experience of ODL lecture delivery and content development. In addition to E-Governance portal, the platforms such as Google Meet, Microsoft Teams, Zoom, YouTube are used by faculty for various tasks. College also offers skill oriented distance education courses of Jagat Guru Nanak Dev Punjab State Open University, Patiala. The college is focusing on blending online education with experimental and activity-based learning

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
1257	1193	1080	1113	1388

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 106

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

2.2

Number of teaching staff / full time teachers year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
62	54	57	54	65

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
172.25	77.76	138.53	163.27	172.98

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

Our college is affiliated to Guru Nanak Dev University, Amritsar and follows the curriculum prescribed by the University. Although college does not have autonomy in setting up the curriculum, the college makes every effort for curriculum improvement through its representatives participating in the Boards of Studies/ academic bodies of the affiliating university by providing suggestions for revision of the syllabi as per need.

IQAC meetings are held in every academic session to prepare the academic calendar and to plan quality initiatives for the upcoming session. The department heads convene a meeting of their respective faculty, and assign work based on their specialization and experience. The Time Table Committee develops department-specific timetables while keeping in mind the various subject combinations offered by the institution. The timetable is posted on the departmental and college notice boards.

The departmental meetings finalize the syllabus to be completed within a specified time frame. The faculty is briefed on various pedagogical tools by the IQAC at the start of each session. Power point presentations, seminars, conferences, field trips, internships, and other student-centered methods are used to sharpen the academic and professional skills of the students. Experiential learning is provided through hands-on training, workshops, and laboratory sessions. The college's fundamental goal is to empower young women scholars by providing them with value-based, skill oriented and competent education. To enhance the skills of the students, the college offers four skill-based courses affiliated to Jagat Guru Nanak Dev Punjab State Open University, Patiala and various other add on courses. To make the students employable, the college is also providing an in-house facility for the preparation of the UGC-NET Examination and other Competitive Examinations. To cater the needs of slow learners, remedial classes are held. Bridge courses are provided to those students who change their stream after +2. Taking into account the university's question paper pattern as well as the requirements of other competitive examinations the required study material is provided. Mentors encourage their students to get themselves registered in MOOCs through SWAYAM and NPTEL, and to pursue parallel courses to enhance their skills in accordance with internationally accepted requirements.

The Institute conducts mid-semester exams in accordance with the college academic calender. Apart from this, it is mandatory for all students to attend a minimum of 75% of the scheduled lectures in each subject not only to qualify for the University Examination as per the rules but also to get a comprehensive understanding of the concerned subject.

Students are also evaluated on the basis of seminars, class assignments, class examinations, quizzes, MCQs, and presentations. Departmental study tours, field trips, and project-work-related activities are undertaken by respective departments. Practical examinations are conducted by an external examiner appointed by the university.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.2 Academic Flexibility

1.2.1 Number of Add on /Certificate/Value added programs offered during the last five years

Response: 33

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.2.2 Percentage of students enrolled in Certificate/ Add-on/Value added programs as against the total number of students during the last five years

Response: 23.91

1.2.2.1 **Number of students enrolled in subject related Certificate/ Add-on/Value added programs year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
868	225	164	129	56

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.3 Curriculum Enrichment

1.3.1 Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Response:

Professional Ethics

The institution runs courses in Arts, Commerce, and Science streams. Curriculum is designed by the affiliating University, which includes various topics covering issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics. The faculty members are always aware of their responsibility towards society. Regular discussions in the classes are held pertaining to important matters that affect our society.

Gender Equality:

For maintaining equality among the staff and students the Protect the Girl Child Society and Anti-Ragging & Sexual Harassment Committee are active. These committees take utmost care to provide emotional and psychological support to our students. Major gender issues are addressed through activities like the Save Girl Child Campaign, Essay and Poster exhibitions, Wall paper presentations etc. The NCC and the NSS wings, Red Ribbon Club etc. have been working towards creating sensitization among students regarding these very important and prevalent issues. The college has the Internal Complaints Cell and Grievance Redressal Cell to provide counseling to students and to promote gender equity among students. The college campus is secured with CCTVs to provide surveillance.

Human Values

Regular discussions are held in classes in which students are taught to be responsible and sincere towards elders and conscious towards environment etc. Divinity exams and Essay writing competitions are conducted every year. Oath taking ceremonies on Swachh Bharat Abhiyan, Sadhbhawana Diwas etc. are the regular features to inculcate the value of fraternity, equality and peace among students. The NSS unit of our college is very proactive in conducting different extension activities not only in college premises but also in the adopted village. Programs like Health and Hygiene awareness programs, Medical check-up camps, Voter's awareness program, Road safety Campaign, etc. conducted under NSS, NCC, and SVEEP have been initiated by the college.The College celebrates days of national and international importance such as Republic Day, Independence Day, Women's Day, Teacher`s Day, Human Rights Day, International Yoga Day etc. These celebrations nurture the moral, ethical and social values in the students.

Environment & Sustainability

To make the students environment conscious, the university has made the subject of EVS compulsory at the under graduate level. The basic aim of this subject is to make the students aware about the importance of ecosystem to human life. The college is eco-friendly which is evident from the fact that solar plants are installed for energy conservation. The College has an integrated rain water harvesting system and the stored water is reused for gardening in the college campus. Moreover, the campus supports maximum paper-less work culture through e-governance portal. There is also an extensive ongoing tree plantation program are held in the college throughout the academic session **.** The College also celebrates many days of National importance such as Earth Day, Environment Day etc.The college also offers Add-on courses, Short- term courses and organizes Workshops,Conferences, Seminars and other co-curricular activities that endeavor to integrate the crosscutting issues relevant to various aspects.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.3.2 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 36.12

1.3.2.1 **Number of students undertaking project work/field work / internships**

Response: 454

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.4 Feedback System

1.4.1 Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website (Yes or No)

Response: Yes

File Description	Document
Upload supporting document	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Enrolment percentage

Response: 43.53

2.1.1.1 **Number of students admitted year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
635	421	615	589	671

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
1407	1344	1447	1429	1107

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

2.1.2 Percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (Exclusive of supernumerary seats)

Response: 29.88

2.1.2.1 *Number of actual students admitted from the reserved categories year - wise during the last five years*

2021-22	2020-21	2019-20	2018-19	2017-18
266	147	228	182	158

2.1.2.2 **Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
685	661	702	694	541

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

2.2 Student Teacher Ratio

2.2.1 Student – Full time Teacher Ratio
(Data for the latest completed academic year)

Response: 20.27

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 using ICT tools

Response:

The college has been constantly working to enable its students to realize their potential and evolve as leaders and transforming agents of society. It adopts student-centric methods to augment the analytical, logical and learning skills of the students. To bring innovation and creativity to the process of teaching learning the college makes diverse use of ICT tools. It has ICT enabled labs updated with new software's like C++, Adobe Photoshop, Oracle, Python, PHP, ASP.Net , SPSS, Tally , Richpeace Fashion design etc. The college has provisions of smart classrooms, LCD projectors, digitized library, and audio- video tools to foster interest among the students. The institution has an E-portal (www.kccsstudents.in) where a number of e-lectures, Powerpoint presentations are regularly uploaded by the faculty. The students have passwords of their own and they can assess the information anytime. During the COVID–19 Pandemic, virtual platforms like Google Classroom, Google Meet, YouTube, Whatsapp, Zoom have helped to incorporate the model of flipped classroom and blended learning. Students are motivated to register in online courses offered by MOOCs(Swayam) and NPTEL etc.

The other student centric methodologies include:

Experiential Learning: The students of the institute actively engage in experimental and laboratory work to get practical insight into what they learn in the theory classes. The faculty tries to combine theoretical knowledge with practical knowledge, through visits to Industrial/ Corporate houses which gives students a platform to enhance their interpersonal skills and provide an insight regarding working of companies. Various Workshops, Field Trips, Training programs, Exhibitions, Internships, Seminars, and Webinars are organized by the institute where experiential learning is explored the most.

Participative Learning: Group discussions, role plays, paper presentations, powerpoint presentations are extensively practiced in the college. College has societies & clubs, which organize a number of student centric activities with participating students from different departments. The activities and camps of NSS & NCC help students to learn the art of working in a team for social / community welfare. College Magazine is published by the college with active participation of the students to nurture creativity and other skills. Project work is assigned in all practical subjects to encourage teamwork and participative learning. Short-duration Add-on Courses like Tally, Waste Management, Software Engineering, Religiousstudies and cosmetology etc are also provided by the college. Special lectures/seminars/conferences are organized to encourage and motivate students to become participative agents and not just passive recipients of knowledge. Cultural Fests at the college and state levels are organized to develop their overall personality.

Problem-solving Methodologies: The College utilizes problem-solving methods in order to inculcate creativity, critical thinking, analytical reasoning and scientific outlook among students. Brainstorming sessions are conducted in the college to improve problem solving skills. Engagement of students in projects helps to enhance the problem solving ability. To provide holistic education, the students are encouraged to discuss current issues and challenges during various college activities like weekly assembly, seminars. The various departments of the college have signed MOU's with reputed organizations for providing training to the students.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1 Percentage of full-time teachers against sanctioned posts during the last five years

Response: 100

2.4.1.1 **Number of Sanctioned posts / required positions for teaching staff/ full time teachers year wise during the last five years:**

2021-22	2020-21	2019-20	2018-19	2017-18
62	54	57	54	65

File Description	Document
Upload supporting document	[View Document](#)

2.4.2 Percentage of full time teachers with NET/SET/SLET/ Ph. D. / D.M. / M.Ch. / D.N.B

Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 55.14

2.4.2.1 **Number of full time teachers with NET/SET/SLET/Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
39	31	31	28	32

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

The college follows a well- structured and definite internal assessment system as per the University norms.

Indirect Internal assessment carrying weightage in the maximum marks of respective courses/programmes: The affiliating university has a provision for evaluating students internally in certain courses through seminars and project work. Topics for the same are chosen by the students in consultation with their teachers. The students are well-guided about format and the ethics involved in it. The awards are submitted to the HODs for moderation, which are then timely uploaded at the university portal.

The mechanism of internal assessment is transparent and robust in terms of frequency and mode. The indirect internal assessment for all programmes is done regularly on the basis of house tests, class attendance, class tests/response, assignments.

External Assessment: The students are informed well in time about the practical dates and evaluation parameters.For conducting viva-voce and other practical examinations, the affiliating university appoints the external examiners. The students are evaluated by the external examiner and the score are uploadedby the examiner at the university portal on the same day.

Examination related grievances:

The institution has a robust mechanism to ensure that the process of continuous assessment is transparent, efficient and in best interest of students.

In-house Examinations: These exams are planned and conducted by the institution as per the annual calendar. After the evaluation of answer sheets bythe faculty, the awards are submitted in the college office.and marked answer copies are distributed to students. In case a student is not satisfied with the evaluation she can contact the related teacher to get her paper reevaluated. In case a student is not satisfied, she can consult the HOD for getting her copy evaluated once again. If any student still feels that her grievance is not resolved, she can contact the coordinator of the examination. The highest competent authority to address exam related grievances is the Principal.

External Examinations: As far as University examinations are concerned the evaluation is done by the University in various marking centers established in different colleges in its jurisdiction. The students who feel unsatisfied with result are given a choice to go for rechecking or revaluation within 15 days of declaration of result. The University has a system of its own to re- evaluate the papers.

The question papers related grievances of the students in university examinations are conveyed to the Principal through the examination committee. The Principal takes up the issue with the university to find out a solution to the problem.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6 Student Performance and Learning Outcomes

2.6.1 Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website and attainment of POs and COs are evaluated

Response:

The college has clearly stated programme/course outcomes for all the programmes. The programmes offered by the college cater to multiple interests of the student community. The programme outcomes and course outcomes primarily aim at imparting knowledge and skills which is critical for building students competence and personality.

The copies (soft as well as hard) of these outcomes are made available to the teachers and HODs by IQAC. He/she organizes departmental meetings with the faculty to share information on POs and COs so that they can plan their teaching schedule accordingly. The students are made aware of programme outcomes and course outcomes through the college website and through programmes and activities conducted by the college. They are made aware of these outcomes at first instance in the induction programme where Principal address all the students and subsequently at departmental level seminars and workshops

The students are also briefed regarding the same in the departments by their respective class teachers at the beginning of the session. Apart from being uploaded on the website, the guidelines are also displayed on departmental notice boards as well as are made available in library for easy access to students and faculty. These are constantly shared and discussed in mentoring groups.

The institution has the practice of measuring the level of attainment of programme outcomes, programme specific outcomes and course outcomes. A systematized and detailed approach is followed for measuring the same.

Step by step approach for measuring the level of attainment:

Firstly, CO attainment level is measured based upon the methodology of exit survey. The students are required to mark the extent of attainment of respective course outcome at 3 levels, namely, level 1, level 2 and level 3. Level 3 signifies 80% and above level, about which students are of the view that the respective outcome has been achieved to the extent of more than 80%. Similarly. Level 2 signifies the extent of attainment between the range of 60 % to 80%, while level 1 signifies the level of attainment for less than 60%.

Then, the CO attainment level achieved has been compared with the level of target set by the department. Further, attainment gap is measured by comparing the level of attainment achieved and target level fixed by the department. In case, there is a gap, i.e. if there is a shortfall in the attainment of target, then, a plan for closing the gap is prepared.

Secondly, the mapping strength for programme outcomes, programme specific outcomes, and course outcomes has been measured. For this purpose, Bloom's taxonomy and correlation matrix have been used. The six cognitive domains defined by Bloom's taxonomy have been specifically used for course outcomes. While, the correlation matrix has been designed for the mapping of programme outcomes, programme specific outcomes with the course outcomes. For this, further, average attainment for each of these has been calculated.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6.2 Pass percentage of Students during last five years

Response: 89.74

2.6.2.1 **Number of final year students who passed the university examination year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
332	394	128	419	686

2.6.2.2 **Number of final year students who appeared for the university examination year-wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
366	394	129	497	797

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response:

File Description	Document
Upload database of all students on roll	[View Document](#)

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 *Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)*

Response: 18.18

3.1.1.1 **Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
4.55	1.05	0	11.0	1.58

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Response:

The college provides an environment which is conducive to research,creativity and innovation.It has established Innovation Centre, Skill Development centre, Incubation Cell, Research Development Cell, E-media centre, IPR and Entrepreneurship Development Committee to support initiatives for creation and transfer of knowledge.

Innovation Cell

Khalsa college for Women has established an Institution's Innovation Council (IIC) under the aegis of Ministry of Education Innovation Cell-MHRD to systematically foster the culture of Innovation and to encourage, inspire and nurture students by supporting them to work with new ideas. KCW IIC has been awarded 3.5 stars and is the second highest Golden star Winner among all the institutes across the country.

We provide our students and faculty with ample opportunities to connect & participate in various Innovation initiatives in order to inculcate entrepreneurial capabilities. This has created a vibrant & innovative environment in the institute. Innovative ideas of students are nurtured through events like entrepreneurship workshops, seminars, lectures and orientation sessions.

Skill Development Centre

Our college provides various skill oriented vocational courses like B.Voc(Fashion Designing), B.Voc(RM & IT) and B.Voc(Nutrition and Dietetics). Certificate/Add on courses in Communication Skills & Personality Development, Web Designing, Taxation Laws etc. are also offered to enhance employability opportunities among the students by providing them skill based training.

Besides the Research lab equipped with SPSS software, well equipped labs of Physics, Chemistry, Computer, Music, Home Science, Fashion Designing, Fine Arts & Cosmetology aid in imparting practical knowledge to students. Science department has also established a vermi-composting unit in the campus.

The college has signed MOUs with academia and industry. For effective creation and transfer of knowledge, the institute organizes various collaborative activities and also promotes learning through project works, internships and field visits.

Incubation Cell

The Fashion Designing, Cosmetology, Fine Arts, Music, Economics and Home Science departments provide support and professional assistance to students for startups. 'Earn while you learn' scheme is successfully implemented through stitching, tailoring and salon services.

Research Development Cell

The Research Development Cell of the college organizes various workshops and seminars related to promotion of research. National and International events are organised to kindle the spark of research amongst the students. The college publishes biannual e-journal, edited books, proceedings of seminars sponsored by UGC & ICSSR. As a result of the efforts undertaken by the RDC, faculty members have successfully completed research projects and have patent publications to their credit. Dr. Ritu Dhawan has been awarded the Best Researcher award by our management.

E-media Centre

The E-media centre of the college helps to develop e-content. Movies/Videos relevant to the respective syllabi are shown as a part of visual based learning.

Intellectual Property Rights and Entrepreneurship Development Committee

In order to stimulate the growth of innovation and entrepreneurship among the students, the college organizes seminars and workshops related to Intellectual Property Rights and Entrepreneurship Development. Regular EDC programs are organized to create an entrepreneurial culture. Success stories of college alumni and students, working as entrepreneurs, motivate others to follow the line.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.2.2 *Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years*

Response: 188

3.2.2.1 **Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
55	34	34	39	26

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.3 Research Publications and Awards

3.3.1 *Number of research papers published per teacher in the Journals notified on UGC care list during the last five years*

Response: 1.26

3.3.1.1 **Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
42	20	35	20	17

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.3.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 2.32

3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
143	51	33	17	02

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.4 Extension Activities

3.4.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.

Response:

The institute organizes a wide range of extension activities for the holistic growth of students and to benefit the neighborhood community in long-term development.

Under the Buddy Programme, village Kot Khalsa is adopted for drug-abuse, stubble-burning prevention campaigns and Swachh Bharat Abhyian activities etc. Institution-neighborhood community network is promoted by two NSS units of the college. During the NSS Camps, students actively participate in different social activities to spread awareness and sensitize people about various social issues which include environment protection, voting rights, women empowerment etc.

NSS volunteers visit different villages like Rampura, Ranike, Baserke etc. to guide people about consequences of stubble burning. Students devoted 100 hrs for swachhta in rural areas of Ajnala, Majitha, Gumtala and Bhikhiwind to make people aware about health, cleanliness and encouraged them to store dry and wet garbage separately. The volunteers participated in Tandurust Punjab Mission and planted 60 plants in the college campus during monsoon. Swachh Bharat Abhiyaan Rally was organized and a wave of cleanliness was created through various slogans. An Awareness Programme on the use of Swachhata App was organized by Municipal Corporation, Amritsar.

13000 masks were made by the Fashion Designing Department and handed over to the Deputy and Police Commissioner Amritsar during Covid Pandemic. A theatrical Choreography on the theme "A Good Routine" was performed at the event organized by Special Olympics Bharat for the athletes (persons with intellectual disability) in order to give them an overview of a healthy lifestyle. Besides an awareness rally organized to make the public aware about the importance of voting, a lecture was delivered to the students of Govt. Senior Secondary School, Kot Khalsa to sensitize them about the menace of drug abuse. A lecture on the Applications of Computers was delivered to the students of Central Khalsa Orphanage , Amritsar.

Student participants of various clubs and committees in collaboration with NGOs contribute to society

through campus-activities like water conservation, tree plantation, health checkup, blood donation camps, and eco-friendly celebration of festivals. Various awareness seminars, webinars, lectures, rallies relating to road safety, traffic rules, cyber crime, waste management, health and nutrition, gender equality, AIDS, drug abuse etc. are organized regularly. To achieve the target of giving knowledge about different careers & job opportunities, a career vision is organized by the college in which a large number of students from different schools participate to get information and guidance for choosing their career.

Celebration of important days like 'International Yoga Day', 'International Women's Day', etc. play a vital role in the holistic development of the students and thus enhancing their competence. The college has the 24 Punjab Battalion NCC(Army wing), with a strength of 37 Cadets for the comprehensive development of the students. Khalsa Colleges' Youth Festival is organized by the college, and many Khalsa Institutes participate in events like bhajan, folk song, debate, extempore etc.

Realizing their social responsibility, students render services through these activities, thus, having a powerful impact in developing their community connections and for building a healthy and well informed society.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.4.2 Awards and recognitions received for extension activities from government / government recognised bodies

Response:

Khalsa College for Women (KCW) believes that besides academics, extension activities also form an integral part of students' learning. We encourage our students to take part in cultural events, sports, moral/religious activities, programmes/rallies related to social issues and other extra-curricular activities. Consequently, the students showed their remarkable performance in various contests during 2017-2022.

Established in 2018-19, **Institution's Innovation Council (IIC)** at KCW was awarded the highest rating in India with 4 stars & second highest rating of 4.5-star in 2019-20 by Ministry of Education, Govt. of India. In 2020-21& 2021-22, IIC was recognised as second highest golden star winner with 3.5 stars. The college is placed in the 'beginner band' in Atal Rankings

The college faculty received recognitions for achievements in **music**. The college got appreciations for contributions in the fields of **environmental protection, social welfare** including blood donation and **literary extension activities**.

Our college team was declared the **Best Disciplined Team** at Youth Leadership Training Camp organised by Youth Welfare Department in 2017. The students also got second position in dance, song and poem at this camp.

NSS volunteers took part in **"Swachh Bharat Campaign"** to spread awareness about cleanliness among the neighbourhood community. Three students got Best Interns Certificates at 'Swachh Bharat Summer Internship 2018'. Our NSS student, Shelly Manan, got **first position at the State Youth Parliament Competition** after passing two stages, and afterwards, she represented the state of Punjab at 'National Youth Parliament 2019'.

Students received cash prizes for top positions in essay writing competition for celebrating **Vigilance awareness week**, in collaboration with Punjab National Bank.

Besides top positions in **Flower and Plants show competitions** organized by GNDU and Khalsa College, Amritsar, our student bagged 2nd position in Intercollege Online **Yoga Competition** in May 2022.

Our students secure top positions in various **cultural activities** including Giddha, Kavishari, Geet/Ghazal, Group Shabad, folk song, poetical symposium, debate, extempore, skit, poster and collage making, Phulkari, Rangoli, Fancy dress etc. in Youth Festival organized by Guru Nanak Dev University, Amritsar and Khalsa Colleges' Youth Festival. Besides winning event-wise trophies, our college won runner up trophies during 2017-22 and **over all championship trophy** in 6th Khalsa Colleges' Youth Festival in 2021-22.

At Virasat-e-Punjab Inter college competition, our students secured 1st position and cash prize in Giddha.

The college students showed great zeal in **literary and fine arts** events and bagged top positions in essay writing, debate, extempore and poetical symposium, slogan writing, poster making, on the spot painting, collage making, and rangoli competitions organized by various government/ government recognized bodies.

During various state and national level **sports** tournaments, the college team wins top positions in badminton, tug of war, basketball, athletics, football, volleyball, softball, boxing, handball and Kabaddi competitions. Our college was 1st in North zone in the athletics competition.

Our students received awards in various **religious/moral education activities** conducted by Guru Gobind Singh study circle, Khalsa College Charitable Society and SGPC, Amritsar. They got cash prizes and certificates in Kirtan, Naitik Sikhya, Patra Vihar, and Dharmik Sikhya.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organised in collaboration with industry, community and NGOs) during the last five years

Response: 433

3.4.3.1 **Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
117	68	87	93	68

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.5 Collaboration

3.5.1 Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 30

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 Availability of adequate infrastructure and physical facilities viz., classrooms, laboratories, ICT facilities, cultural activities, gymnasium, yoga centre etc. in the institution

Response:

Khalsa College for Women was established in 1968 under the aegis of Khalsa College Charitable Society, Amritsar. The college has an excellent infrastructure with six distinctive blocks (Administrative, Arts, Computer Science, Fashion Designing, Commerce and Fine Arts block).

The college has well-furnished 72 spacious classrooms fitted with subsequent number of fans and lighting systems. Computers are available in all the departments and can also be shared by other departments as per the requirement.

The college has one central computerized library with an area of 6304 sq feet having almost 26168 books in English, Hindi and Punjabi language. The amenity of e-books is also available in the college library. All the faculty members are provided access to NLIST portal with an individual login.

Effective curriculum implementation has been ensured through proper infrastructure, in terms of labs, which are well-equipped with latest instruments for the students to perform all the prescribed experiments. The college has 35 laboratories belonging to various departments such as Computer Science, Commerce, Sciences, Fashion designing, Cosmetology, English and Home Science. The development of soft skills and presentation skills through language lab is also a part of the curriculum.

There is an auditorium spanning over 12000 square feet of covered area with capacity of 1000 persons for conducting youth festivals and other cultural activities, that offers a platform for students to showcase their vibrant persona. A seminar hall with capacity of 50 persons and a conference hall with capacity of 120 persons, having latest audio-visual/ ICT equipments for conducting seminars, guest lectures, conferences and workshops, are also available for academic purposes.

A well furnished hostel facility is available within the college campus for both under-graduate and post-graduate students. The college has two hostel buildings with 110 rooms. The old hostel building is equipped with 70 rooms and new building with 40 rooms.

The College playground has an athletic track, volley ball court, badminton court, track for high jump and long jump, and soft ball court . The cricket ground, boxing ring and swimming pool are some of the facilities that are shared with sister institute.The yoga related activities are performed from time to time in open grounds of the campus. The gym area for girls spans over 600 sq ft approximately.

In addition, the college has solar power system with capacity of 117 KW installed in the campus. There are two generators (140KW) for un-interrupted power supply in the campus. There is also a provision of Recording studio and TV channel (KCGC TV) for live telecast of the important events of the institute. Moreover, all the teaching and non-teaching faculty use bio metric devices for attendance. Various ICT

facilities are used for creating E-content to highlight various Seminars/Workshops/Guest lectures and other achievements of the college through social media cell. Every department has its own stock register for labs which is audited every year by the teacher incharge and concerned HOD.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.1.2 Percentage of expenditure, excluding salary for infrastructure augmentation during last five years (INR in Lakhs)

Response: 9.08

4.1.2.1 **Expenditure for infrastructure augmentation, excluding salary during the last five years (INR in lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
31.12795	2.98782	3.57752	19.70639	8.37698

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS), subscription to e-resources, amount spent on purchase of books, journals and per day usage of library

Response:

A library is a dynamic instrument of education. The library of Khalsa College for Women was established with the intention of aiding in the successful accomplishment of objectives of teaching, research, publication programs, etc. The college library is not a mere storehouse but a rich spring from which knowledge flows out to irrigate the field of education and culture. The character and efficiency of this institution are known by its well-equipped library. The college library is enriched with the availability of all the textual and E-resources of education. It has made significant progress in terms of the collection of books, journals, e-journals, magazines, and newspapers. The library is fully automated with **E-governance software** which operates under **open access system** and helps to carry out day-to-day transactions and manages all the housekeeping functions. The college has also subscribed services of **e-Shodhganga**, which is a digital repository of Indian e-theses and e-dissertations. Keeping in mind the objective of broadening

the horizons of knowledge of our students, the college has subscribed to INFLIBNET which gives easy access to **6000+ e-journals** as well as e-books on N-list. The services of these e-resources are accessible to both the teachers and students. To make it more user-friendly, the college library is compartmentalized into departmental sections which have opened the gateway to diverse streams of knowledge. The college library comprises of **26168 books, 16 magazines, 4 newspapers, and 168 dictionaries.** All the books are bar coded in order to make circulation easy for the students. The college library also contains a digital repository of syllabii, previous year question paper sets, e-dissertations, e-abstracts, Online-open access resources, competitive exam resources, etc. Furthermore, remote access has also been provided to the postgraduate classes of the college which helps them in writing their thesis as well as dissertations. Additionally, library has been equipped with provision of E-library having more than 500 e-books for students and faculty.

In order to ensure the proper functioning and upgradation of library software, the college has appointed a full-time librarian and a library restorer. The college library also has an advisory committee called "**Library Committee"** consisting of the Principal as the Chairperson, the Librarian as Convener and the three professor's to administer its efficient working. The library committee plays a vital role in framing the library rules and policies to ensure the smooth functioning of the library. The committee also ensures proper dissemination of these rules among the library users and checks the availability of books as per the requirements of the various departments. The visit of students and teachers are also recorded regularly by the librarian. Separate library cards are also issued to all students so that they can easily access the library. All the students and faculty members are allowed to access the internet free of cost. It has proper internet and Wi-Fi connectivity. Apart from this, the college library is fully under CCTV surveillance.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Response:

Information technology has become an indispensable asset for the functioning of any institution. In order to meet the demands of various stakeholders, the college provides a wide range of ICT facilities for an effective teaching-learning process.

- The college is facilitated with 256 computers, accessible to both teaching and non-teaching staff and is additionally equipped with 6 laptops, 15 tablets, 15 printers, 10 projectors, 10 web cameras, 1 photocopier machine, 8 active boards and 12 wireless routers.
- To meet the ICT needs, the campus provides well equipped Wi-Fi facility with a broadband connection of 29 mbps from net plus company which is recently upgraded to 50 mbps for facilitating teaching, research as well as administration.

- For up-keeping the records related to admission, administration and fee collection, the administrative office relies on the "E-governance" portal.
- Apart from this, the college has Biometric attendance system for recording faculty attendance, offering authentic identification and verification of staff's daily attendance.
- Furthermore, the computer department of this college is well- plugged, not only with an internet connection but also with UPS backup and other ICT facilities that caters to the educational needs of the students.
- The whole campus, including hostel, is facilitated with Wi-Fi which encourages students and faculty members to use E-learning resources.
- The college library has 10 computers for exploring e-journals, thus enabling students and staff members to benefit from the digital library resources.
- Even classrooms of the college have been equipped with ICT infrastructure like smart boards and projectors. The auditorium and seminar halls are also fully equipped with a Plug and Play facility to provide an enriching learning experience while conducting guest lectures and seminars.
- Realising the need of this contemporary era, the institution has also established a "studio" for recording e-lectures which are delivered by the faculty members and are later on telecasted on a You Tube channel named "KCGC TV" which was established by Khalsa College Charitable Society. This web-based approach of disseminating knowledge largely focuses on educational seminars, Sikh culture, and spiritual activities of the college.
- Moreover, the college is under CCTV surveillance with an adequate number of cameras within the whole building area for effective monitoring of cleanliness and detection of any unanticipated incidence. Enteries of all the purchased products and appliances are recorded from time to time in a standard stock register. Software like SPSS.20, Tally ERP, Window 10, Turbo C etc. are available in various departments and updated monthly by the technicians. Adequate funds are also allocated for the maintenance and upgradation of these available amenities.

The institution provides latest hardware facilities, ever-advancing software, and network support for proper functioning of the college administration, academics and research activities. It also manages the IT infrastructure to ensure a secured environment within which students and faculty members use various ICT resources. In order to ensure an effective teaching-learning process, distinctive actions like the improvements in infrastructure quality are taken in accordance with the feedback and suggestions, collected from college faculty.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.3.2 Student – Computer ratio (Data for the latest completed academic year)

Response: 4.91

4.3.2.1 **Number of computers available for students usage during the latest completed academic year:**

Response: 256

File Description	Document
Upload supporting document	[View Document]()

4.4 Maintenance of Campus Infrastructure

4.4.1 Percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years (INR in Lakhs)

Response: 90.03

4.4.1.1 **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
140.31101	77.16564	132.90310	142.16181	159.99480

File Description	Document
Upload supporting document	[View Document]()
Institutional data in the prescribed format	[View Document]()

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Percentage of students benefited by scholarships and freeships provided by the Government and Non-Government agencies during last five years

Response: 31.69

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government and Non-Government agencies year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
579	432	375	296	229

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.2 *Capacity building and skills enhancement initiatives taken by the institution include the following*

1. *Soft skills*
2. *Language and communication skills*
3. *Life skills (Yoga, physical fitness, health and hygiene)*
4. *ICT/computing skills*

Response: A. All of the above

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.3 Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 42.23

5.1.3.1 **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
768	381	587	491	320

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.4 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. **Implementation of guidelines of statutory/regulatory bodies**
2. **Organisation wide awareness and undertakings on policies with zero tolerance**
3. **Mechanisms for submission of online/offline students' grievances**
4. **Timely redressal of the grievances through appropriate committees**

Response: A. All of the above

File Description	Document
Upload supporting document	[View Document](#)

5.2 Student Progression

5.2.1 Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 33.21

5.2.1.1 **Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
151	120	60	176	218

5.2.1.2 **Number of outgoing students year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
366	394	129	497	797

File Description	Document
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5.2.2 Percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 51.52

5.2.2.1 *Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ Judicial Services/Public Prosecution services/All India Bar Exams/State government examinations) year wise during last five years*

2021-22	2020-21	2019-20	2018-19	2017-18
35	07	08	08	10

5.2.2.2 **Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
45	16	25	22	24

File Description	Document
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Institutional data in the prescribed format	[View Document](#)

5.3 Student Participation and Activities

5.3.1 Number of awards/medals for outstanding performance in sports/ cultural activities at University / state/ national / international level (award for a team event should be counted as one) during the last five years

Response: 87

5.3.1.1 *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 wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
26	02	27	17	15

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.3.2 Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 13

5.3.2.1 **Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
14	08	14	15	14

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.4 Alumni Engagement

5.4.1 There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Response:

Alumni Association of Khalsa College for Women is the registered alumni body which aims to enhance the College's pre-eminence by establishing a connection between the alumni and the alma mater. It was registered on March 29, 2022 though it has been actively working since 2011. It comprises eminent personalities placed on dignified positions. The meeting of the members of Alumni Association of Khalsa College for Women was held on 21-01-2022. The member signatories have unanimously elected the members of General Body and Governing Body. Dr Sharanjeet Kaur has been elected as the president of

the association.

To promote a sense of bonding and to nurture the feeling of belongingness, the Alumnae Association is proactive throughout the year. It performs myriad variety of activities. It registers the alumni and offers them membership as well as takes structured feedback from the members on curriculum and other aspects of institutional working. This is, further, conveyed to the IQAC that analyses the feedback and takes initiative to bring changes in institutional functioning and infrastructure.

All the alumni students feel proud that they are the part of this college and they express their gratitude towards the college and the faculty for providing them quality education. They even appreciate the dedicated, friendly and cooperative attitude of the college staff. They acknowledge that the college and the faculty played a crucial role in shaping their professional, ethical and personal life. They feel indebted towards the college for tapping their potential through various programs for building their confidence and for opening new avenues of opportunities for them.

The institute focuses on offering the best possible environment and learning experience to encourage the students to perform to their full capacity for excellent academic achievement. The feedback report conveyed alumni's admiration for set curriculum, infrastructure and other facilities provided by the college.

Moreover, alumnae have come forth to provide financial assistance to the needy students. Annual Alumni Meet is organized every year in the college to help alumni unwind the cord of memories and to share these memories with their fellow friends. The alumni feedback analysis report reveals that all the members of the alumni are happy and proud to be the part of this institution and they agreed that they would recommend their friends and relatives to enroll in this institution.

To name a few - Sunanda Sharma, playback singer and actress; Khushbir Kaur, International Athlete; Navjeet Kaur, International Athlete; Sandeep Kaur, Intelligence Bureau in Punjab Police; Tania Sharma, Senior Analyst in Fidelity National Information Services; Manjot Kaur, Programmer at TCS; Apra Luthra, State Bank Institute of Learning & Development, Pune; Harmanpreet Kaur, winner of Voice of Punjab; Kuldeep Kaur, Sufi singer; Manisha Bhasin, Executive Finance Kochar Infotech Ltd.; Manisha Vaid, Assistant Manager, HDFC Bank; Kuljeet Kaur, Assistant Professor, Khalsa College for Women, Amritsar.

File Description	Document
Upload Additional information	[View Document](#)
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Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance and leadership is in accordance with vision and mission of the institution and it is visible in various institutional practices such as decentralization and participation in the institutional governance

Response:

Vision

Our vision is to identify, incorporate and foster all effective strategies that help in students' holistic and multidisciplinary development while continuously upgrading the pedagogic skills of the teachers. Our focus is to provide need based, skill based and value based education to the students in order to enhance their employability skills and make them globally competent through their comprehensive excellence.

Mission

- To develop intellectual curiosity, creativity, critical thinking, problem solving ability, scientific temper and team work among the students and to make them confident, committed and communicative individuals.
- To promote multidisciplinary approach of National Education Policy 2020, sustain quality in teaching-learning and research, and encourage industry-academia collaboration.
- To inculcate ethical, moral and environmental values in the students & mould them as intellectually competent, psychologically integrated, morally upright and responsible citizens.
- To emphasize on optimal use of technological advancement, innovations and on effective use of ICT to meet the requirements of high-tech 21st century world.

The institutional leadership consisting of management and Principal ensures that the policies and action plans of the institution are in line with the vision and mission statements of the institution. Khalsa College Charitable Society delegates authority to the Principal of the college who, in turn shares it with the different levels of functionaries in the college. The IQAC of the college chalks out a workable perspective action plan for the institution by taking regular feedback from all stakeholders and monitors its implementation. Strategies to implement them are also planned and discussed at departmental level in departmental meetings. Relevant suggestions drawn out in the departmental meetings are conveyed to the Principal. The Principal is authorized to make required changes in action plans, in consultation with faculty members. The management plays a guiding role by reviewing the quality related policies of the institution and it directs amendments in quality policies if required.

Decentralization and participative management

The institution believes that efficiency comes through decentralization of administration. Therefore, various departments of the college are given autonomy in various respects. All departments are being run by respective heads and supported by faculty members. The departmental heads are given powers to manage various tasks related to their departments. All HODs organise departmental meetings on regular basis to discuss upcoming events or to assign responsibilities to the faculty members. HODs are assisted by class incharges to implement the orders at the students' level. Each department has constituted different associations comprising of its faculty and students in the form of clubs and societies to organise various departmental activities .For efficient and veracious decision making, college adopts the principle of segregation and division of work to various committees .These committees are reformulated on annual basis by the principal and staff members are deputed in each of these committees for smooth functioning of the college. Each of these committees has well defined functions. The managerial skills of the non-teaching staff and duties performed by supporting staff also plays a vital role in implementing policies and plans chalked out for the growth of the college.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, deployment of institutional Strategic/ perspective/development plan etc

Response:

The college believes in setting up goals and then achieving them systematically. The IQAC chalks out the action plan for the institution and sees to it that the action plan is duly implemented. It also monitors the progression, effectiveness and efficiency of the institutional processes. One of the action plans is to make college campus eco-friendly. Due to rapid increase in day-to-day demand for water, the institute is using the method of rain water harvesting for conservation of water. The institution has replaced all lights with LED bulbs because LED bulbs are more energy efficient and economical to operate and maintain. KCW took the initiative of installing solar panels at rooftop of the campus. In the critical situation of Covid-19, it became a challenge for many educational institutions to conduct on-line classes and University examinations in a smooth way. But in this sphere, this institution got great success and conducted online classes and exams in successful way without any hurdle. To keep in pace with industrial needs, new add-on/certificate courses were introduced and more MoUs were signed with Industrial sectors for training, development and placements. In 2019, KCW started with the IIC program and till date has several programs and schemes such as Hackathons, Innovation contests, Toycathon etc. IIC KCW secured top 4 star ranking in 2018-19, 4.5 stars in 19-20, and 3.5 stars in 20-21.

Policies: The College has well defined policies related to different running programs. The college has autonomy for policy making but has to abide by the rules of Governing Council, Director Public Instructions (Colleges) Government of Punjab and also Guru Nanak Dev University, Amritsar to which the

college is affiliated.

Administrative Setup

Khalsa College for Women, Amritsar has a well-defined organizational structure. The college is managed by Khalsa College Charitable Society. The office of the Principal plays a vital role in the internal administration with the assistance of teaching and non-teaching staff. The Governing Council is responsible for the appointment of Principal and teaching and non-teaching staff. The Principal functions in co-ordination with the Governing Council to frame and implement policies for smooth and progressive functioning of the institution. The Principal is assisted by Heads of the departments and faculty members. For official matters, there are senior and junior accountants, clerks, and support staff. Different committees are constituted for quality administration. Staff members have been designated as coordinators or members of various committees and cells. Students are also involved as active members of the committees and cells.

Appointment and Service Rules: The institution follows the appointment and service rules as delineated by the Director Public Instructions (Colleges) Government of Punjab and also by Guru Nanak Dev University, Amritsar to which college is affiliated.

Promotional Policy: The institution follows promotional policies as delineated by the UGC and endorsed and implemented by Government of Punjab and also by Guru Nanak Dev University, Amritsar to which college is affiliated. However, in case of faculty and other staff appointed on temporary basis, the institution has its own promotion policies.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.2.2 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Response: A. All of the above

File Description	Document
Upload supporting document	[View Document](#)

6.3 Faculty Empowerment Strategies

6.3.1 The institution has effective welfare measures and Performance Appraisal System for teaching and non-teaching staff

Response:

Effective Welfare measures for Teaching and Non-Teaching staff are:

- Provision of different types of leaves like casual leaves, duty leaves, medical leaves, earned leaves and maternity leaves permissible as per rules.
- Well-equipped and well-furnished staffroom for teaching staff and office cabins for non-teaching staff.
- Fee concession to the children of faculty and other staff members.
- Loan against General Provident Fund.
- ESI
- EPF, Gratuity, leave encashment at the time of superannuation.
- Shared Guest House, Staff quarters for outstation faculty and supporting faculty inside the main campus.
- Beauty care and cosmetology services.
- Fitness Centre (GYM).
- Gurudwara Sahib.
- Shared swimming pool facility inside the main campus.
- Subsidized agricultural and dairy products
- Medical facility through a shared Medical Dispensary, Physiotherapy OPD and Diagnostic Lab
- Shared PNB e- lobby and ATM inside the main campus.
- Permission to enhance one's educational qualification through higher studies, training programs etc.
- Wi-Fi facility.
- Canteen with variety of food items.
- Parking facility.
- Provision of meals at subsidized rates for the staff from Hostel mess
- Uniform for class IV employees.
- Best Teacher and Best Researcher Award by Khalsa College Governing Council.

Performance appraisal for teaching staff:

- Performance appraisal of each faculty member is assessed according to Performance Based Appraisal System (PBAS). Increments and Promotions are completely based upon the performances. The performance of teaching staff is assessed on the various factors such as their academic qualification, teaching and evaluation duties performed by them such as paper setting and invigilation , research projects carried out by them, papers presented or published by them in various conferences, seminars or journals , workshops attended etc. Besides academics, the institution also undertakes a wide range of activities for which faculty members are assigned additional duties and responsibilities. The Institution also accords appropriate weightage to these contributions in the overall assessment of the faculty member. The reward for the better performing employees among the permanent teaching staff comprises monetary benefits such as annual increments and multiple increments (such as those for M. Phil and PhD), and promotion to next

grades as the conditions permit. This is done in accordance with affiliating University guidelines, UGC recommendations and State Government Policies. The better performing temporary and part time teachers are taken back into the institution next year, and are also given monetary incentive of an increment in the salary. Comparison of academic results compiled annually for their respective classes with university results by each faculty member give them a fair idea about scope for improvement.

Performance appraisal for Non- Teaching staff:

Each member of non-teaching staff is assigned a specific set of duties and responsibilities. Performance appraisal is based on the competence, attainment and quality of the work performed. The assessment of the non-teaching staff is done on the basis of the remarks from immediate supervisor or superintendent of the concerned employee. Then their performance is evaluated by the Principal with the help of these remarks and the feedback that has been collected from the students or by the personal interactions of the Principal with the concerned employee.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.3.2 Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 28.77

6.3.2.1 **Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
30	29	17	5	3

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

6.3.3 Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years

Response: 77.22

6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
64	43	46	54	71

6.3.3.2 Number of non-teaching staff year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
13	12	14	15	14

File Description	Document
Upload supporting document	[View Document]
Institutional data in the prescribed format	[View Document]

6.4 Financial Management and Resource Mobilization

6.4.1 Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

Efficacy of governance depends upon the ability to mobilize funds and put resources to optimum use.

Following strategies are adopted for fund mobilization

- The college is under grant-in-aid scheme and gets financial support from government of Punjab for covered (Teaching and Non-Teaching) posts.
- The college also runs self-financing courses and fees obtained from these courses enable the institute to meet other expenditures such as salaries of uncovered permanent and temporary staff.
- The college also receives funds from other funding agencies like ICSSR, UGC etc.
- Another source of funds is donation by the philanthropists and alumni of the institution
- The college offers its infrastructure to various agencies for conducting their recruitment exams.
- Apart from this, the college also offers consultancy services to various sectors. Department of Cosmetology provides beauty services to college teachers at nominal rates.

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Expenditure Strategy

The financial resources are effectively and efficiently used in the institution. Every year annual budget is prepared well in advance as per the needs and requirements of the college. Generally, the expenses and the expenditures are kept within the budget. Any committee or department undergoing some necessary expenditure is required to seek a prior sanction for the same from the Principal. The amount is allowed and the bills are submitted to the office when the expenditure is met. For meeting larger expenses, quotations are called and the purchase committee chooses the best possible quality at affordable price. The utilization of government grants is routed through PFMS, Government of India. Stock checking is done at the end of academic year to check pilferages and to ensure proper maintenance of college infrastructure.

Internal and external audit

The institution is government aided but privately managed. In order to make judicious utilization of funds and to ensure financial accountability, the college has both the system of internal and external audit. The institution has online financial data system connected to its own management i.e. Khalsa College Charitable Society, Amritsar. Hence, every income and expenditure has an internal check. The complete inventory record is also maintained on e-governance portal. The college has appointed a member of teaching faculty as Bursar to check bills and other relevant documents after they are duly verified and initialized by the respective Accountant. Internal Audit is carried out by the internal auditor appointed by the management. He along with his team visits the college and checks the account records by verifying bills, vouchers, receipts, cash books etc. Furthermore, the institute's accounts are routinely audited by a Chartered Accountant in compliance with government rules. The Charted Accountant audits the financial statements and submits audited financial statements with audit reports in every financial year to the institution .Utilization of funds received from funding agencies are also audited by Chartered Accountant and duly audited Utilization Certificates are sent to respective funding agencies. External audit is carried out by Statuary auditors appointed by the DPI Colleges and Indian Audit and Accounts Department. Any errors and objections if ever raised by the auditors are attended to and rectified.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

Best practices institutionalized by IQAC are:

College has introduced a number of Short term, Value Added, Add-on/Certificate Courses during the last few years for the skill enhancement of the students. In addition, four Certificate Courses by Jagat Guru Nanak Dev Punjab State Open University, Patiala have also been started in the college during 2021-22.

College has signed MoUs with National/International institutions and industries in order to bridge the gap between industry needs and the academic deliveries.

Feedback is collected from different stakeholders regarding the curriculum and forwarded to the teachers who are the members of different bodies at University level. They discuss the feedback in their respective meetings at University which helps to enrich the curriculum.

To promote research environment in the college, faculty members are encouraged to pursue higher studies like M.Phil and Ph.D. They are motivated to present/publish papers in Journals of repute and to take up UGC minor and major research projects. Teachers are also encouraged to organize and attend Conferences, Seminars, Workshops and FDPs to enhance innovative thinking. They also participate in Refresher/Orientation/Induction training programs.

E-Governance has been institutionalized as an exclusive feature in all areas of operation such as finance, accounts, infrastructure, inventory, library, students' database, admission and fee, staff database including salary and attendance etc.

Academic and Administrative Audit (AAA) is conducted by the college on quality parameters. Green/Environment Audit and Energy Audit is also conducted by the college to achieve the goal of green institution and energy conservation.

Teaching Learning Process:

In view of the academic schedule issued by the University in the beginning of every academic year, college issues its own Annual/Academic Calendar and plans all the academic and curricular activities accordingly. Faculty members are asked to do curriculum planning and prepare the examination-evaluation blueprints. Mid term tests, assignments and quizzes are conducted to evaluate the students. Slow learners are assisted through remedial teaching and bridge courses. Advanced learners are paid special attention to help them perform exceptionally well in exams. They are encouraged to enroll in concurrent courses in MOOCs and are also provided coaching for competitive exams. Class wise analysis of the results of university exams is also done so as to overcome the shortcomings.

Outcome Based Education (OBE) has also been implemented in all the departments.

Student centric teaching learning practices are used such as presentations, assignments, group discussions, competitions, quizzes, brainstorming and problem solving sessions, lab experiments, internships, field visits and project based learning. Seminars, workshops, guest lectures and extension activities are organized to enrich the knowledge of faculty and the students.

Faculty uses ICT enabled smart classrooms, LCD projectors, digitalized library, audio-video tools to enhance the teaching learning process. Teachers use online tools such as Google Meet, Zoom, Google Classroom, WhatsApp, YouTube and share PDF notes and audio-video study material with students. Besides, faculty members also use online MOOC platforms such as Coursera, NPTEL, SWAYAM etc., to provide e-content to the students. Students are also encouraged to use e- library and e- journals for their learning.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.5.2 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
2. **Collaborative quality initiatives with other institution(s)/ membership of international networks**
3. **Participation in NIRF**
4. **any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA, ISO Certification etc**

Response: A. All of the above

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

Criterion 7 - 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 and Institutional initiatives to celebrate / organize national and international commemorative days, events and festivals during the last five years

Response:

Since 1968, Khalsa College for Women has been committed to the cause of women's emancipation. The objective of the college is gender equity. The college is affiliated with GNDU, Amritsar, and numerous themes pertaining to gender issues are covered in a variety of courses.

The pedagogy of gender sensitization is not limited to classrooms alone. Various committees and cells such as Anti-Ragging Cell, Grievance Redressal cell and Protect the Girl Child Society are formulated to supervise the safety measures for women at both individual as well as collective level. Sensitization efforts over the past five years have focused on educating women and society in general about the deteriorating sex ratio. Programs for gender equity are planned and organized. For instance, Sensitization about issues relating to women's health, such as period hygiene, rights of women in relation to sexual harassment at work, entrepreneurship and financial independence of women, self-defense skills for girls in an emergency are given priority. Days like, legal and constitutional rights of women from social point of view are eagerly celebrated. Important National days like National Voters Day, National Nutrition week, Independence Day, Teachers day, National Flag Day, Tribute to Shaheed Bhagat Singh etc and International Days like International Women's day, World Earth Day, Mother's Day, World Environment Day, International Yoga Day, and World AIDS Day, are commemorated. The college faculty and students enthusiastically celebrate various festivals like Lohri, Basant, Holi, Teej and Diwali. They carry out procession on Gurpurab of Guru Nanak Dev Ji and also celebrate other Gurpurabs wholeheartedly.

The institution's top priority is the girls' safety and protection. At all key locations, including all entry and exit points, CCTV cameras are deployed around the campus. All access and exit points are manned around-the-clock. Day patrolling of local police women force from the gate is ensured by the local police station. The use of I-Cards is mandatory for students. I-Cards are given to guests staying in hostel, coaches, faculty, and transient visitors. At each gate, entry and exit registers are kept. All college students receive instruction in self-defense through Gatka training. Additionally, medical aid, fire extinguishers and emergency exit staircase are installed for safety of women in case of emergency.

The pupils receive four different sorts of counseling i.e. career vision, admission counseling, hygiene counseling, and anti-ragging counseling. The mentors make extra efforts to address the problems related to the students' personal or professional lives. The college has successfully managed to initiate Punjab Government's Buddy Program since 2018. Additionally, the campus has separate common room for the girls to relax, read or play indoor activities. The entire campus also provides a pleasant environment for the students with comfortable seating areas where they can sit, chat or study with their friends, classmates and teachers.

The year-round issues encountered by women in this unfair society are addressed through seminars, conferences, campaigns, competitions, and programmes. There is a provision of special daycare facility in the college for the personnel where they can stay for an extended period of time.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

7.1.2 The Institution has facilities and initiatives for

1. **Alternate sources of energy and energy conservation measures**
2. **Management of the various types of degradable and nondegradable waste**
3. **Water conservation**
4. **Green campus initiatives**
5. **Disabled-friendly, barrier free environment**

Response: A. 4 or All of the above

File Description	Document
Upload supporting document	[View Document](#)

7.1.3 Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. **Green audit / Environment audit**
2. **Energy audit**
3. **Clean and green campus initiatives**
4. **Beyond the campus environmental promotion activities**

Response: B. Any 3 of the above

File Description	Document
Upload supporting document	[View Document](#)

7.1.4 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic diversity and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

Khalsa College for Women, Amritsar believes in the notion of inclusivity and diversity. The inclusive system imbibed within the college's ethos, values the unique contributions given by students of all backgrounds and allows diverse groups to grow side by side, for the benefit of all. The college always looks forward to unite its students from different religions, cultures, states, ethnicities to imprint a sense of peaceful co-existence among them. Thus, events directed towards tolerance and harmony with respect to

cultural, regional, linguistic, communal and socio-economic importance are commemorated. To inculcate religious and spiritual values among students, the college carries a procession from College to Golden Temple on Guru Nanak Dev Ji's Birthday every year. Festivals such as 'Diwali', 'Holi', 'Lohri', 'Basant', 'Teej' are also part of the college tradition which are celebrated with great zeal and gaiety.

In addition, English, Punjabi, Hindi, French and Urdu are among the languages that are taught in college. Although Punjabi, Hindi, and English are the three official languages but students can freely communicate with one another in their preferred languages. The college also arranges several linguistic seminars/ workshops/lectures in Hindi, English and Punjabi, so that students are well versed with these native languages and become proficient in them. Hence, such initiatives help them to maintain their cultural identity and literary skills.

The college organizes numerous events and competitions of diverse cultural relevance for its students all-round the year with a motive to imbibe various facets of tolerance and tranquillity among them. The students are encouraged to become part of such competitions so that the institutional motive of inculcating harmonious congruency is achieved through these endeavours.

To combat socioeconomic disparities among students of different backgrounds, the college proffers numerous scholarships and even arranges funds for underprivileged students as an act of benevolence, which helps them to get rid of their financial concerns.

Khalsa College for Women, Amritsar is also committed to promote ethics and values amongst students and faculty. The value system of the College aims at sensitisation of students and employees with respect to their constitutional obligations so that they become aware of their values, rights, duties and responsibilities as citizens.To supplement this ideology, several educational seminars/ lectures related to traffic rules, voting rights, eradication of corruption, road safety, cyber-crimes etc are conducted to make pupils aware of their duties The institution encourages and engages both its students and employees to take active part in initiatives governed by the Government of India. Every year, the college observes and commemorates prominent days of national relevance such as The Independence Day, National Voters' Day, Teacher's Day, Constition Day, Swachh Bharat Abhiyan (Clean India Mission) as vigilant and able citizens. In collaboration with the district administration, the college also held SVEEP programmes. Every formal function and weekly assembly of the college is concluded with the National Anthem.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

7.2 Best Practices

7.2.1 Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual

Response:

Best Practice I

Strengthening Women through Skill Enhancement

Providing employment opportunities, financial freedom and economic competency to girl students through skill based education.

Objectives of the Practice:

- To position the idea of financial independence.
- To prepare students for global opportunities.
- To explore innovative spheres in the field of skill enhancement.
- To generate entrepreneurial mindset.
- To provide employment opportunities.
- To bring together industry and academics.

The Context

The college is located in the border belt of Punjab, which has majority of rural and backward population. With an increase in the inflation rate, it becomes essential for women to not only become self-sufficient but also help their families on financial front. The college took the initiative to uplift women by providing skill based education to help them compete on a global platform by providing education and career opportunities matching with the international standards.

The Practice

All throughout their lives, girls and young women experience a series of gendered risks and barriers that limit their opportunities. The college supports girls in developing their skills and self-efficacy to minimize risks that threaten their future. Since its beginning, the institution has worked on implementing necessary changes in the skill based curriculum. New courses are added to the existing curriculum to adhere to the evolving age of skill based education. The college introduced various vocational courses namely, Nutrition & Dietetics, Retail Management & IT and Fashion Styling & Grooming. The institution also offers Skill Based Diploma Courses like Diploma in Cosmetology and Diploma in Stitching & Tailoring. Master's programmes, including M.Sc (Fashion Designing and Merchandising), M.Sc. (Computer Science) and M.Sc. (Information Technology) are also provided to upgrade the skills of the students.

By keeping the fundamental objective of skill development in view, the college has initiated a number of add-on courses in addition to standard degree-granting courses. Moreover, the college also runs Four Certificate Courses (Part Time) offered by Jagat Guru Nanak Dev State Open University Patiala. Certificate Courses are offered in:

- IT Enabled Services
- GST Applications
- Entrepreneurship, Creativity and Innovations in Business
- Food Preservation.

Evidence of Success

Due to the institution's persistent efforts to impart skill based learning, there is a steady increase in the number of students enrolling in skill development courses. Most students found jobs, while some became prosperous business owners. Out of the many success stories, one of them is an online brand 'Sandoori Feeling Ethnic', created by a student of B.Sc (Fashion Designing). There are a plenty of students who run their own boutiques/salons and are working as designers under various reputed brands like OCM. The college organizes fashion show named 'Mirage' in which students make outfits from discarded fabrics that inspires them to become young entrepreneurs.

Problems encountered and resources required

It is challenging to encourage students to enroll for these courses. Parents mostly rely on the traditional education system for their children and prepare them for the same. It becomes difficult to influence both students' and their parents' mindsets. As far as resources are concerned, a separate skill development center has been established and a number of labs have been created for imparting practical training among students. Moreover, numerous MOUs are signed with various specialized organizations to avail their expertise.

Best Practice II

Scholarships and Free-Ships for Needy Students

Providing scholarships and financial aid to combat socioeconomic disparities among students of different backgrounds.

Objectives of the Practice:

- To provide scholarships to students.
- To enable students to study and secure good grades without any financial concern.
- To empower students' career goals by removing financial burden.
- To make college education accessible and affordable for all.
- To instill a sense self-pride and prestige among students.

The Context:

Scholarships are payments made to support a student's education based on their outstanding academic performance, among other influencing achievements. Educational scholarships are of great help for highly committed students who want to gain the best education available. Unlike a student loan one need not pay back the scholarship money; thus, parents and the students can be saved from falling into debt. Therefore, students can focus on acquiring quality education through scholarships and financial aid.

The Practice:

Khalsa College for Women, Amritsar helps the students in need by providing a variety of scholarships under schemes initiated by government as well as some other private and institutional scholarships:

Government scholarship schemes

- Dr. BR Ambedkar Post Matric Scholarship

- Central Sector Scheme of Scholarships for College and University students
- Post Matric Scholarship Scheme for Minorities
- PM Scholarship for Central Armed Police forces
- Post Matric Scholarship Scheme for SC and OBC students
- Post Matric Scholarships for students with disabilities
- PG Indira Gandhi Scholarship for Single Girl Child
- Merit cum Means Scholarship for Professional and Technical Courses CS

Other scholarship schemes

- SHDF Scholarship and Nishkam MCM Scholarship Scheme
- Dheeyan Pukardiyan Organization USA
- Sikh Dharam Adhyan PatarVihar course- 2 years
- Naitik Sikhya
- Dharmik Parikhya
- Khalsa Global Reach Foundation Scholarship

Evidence of Success:

Scholarships provide financial support to students to help them pay for a college degree. They reward deserving students with the ability to afford higher education. Moreover, awareness is created among students regarding sponsoring companies. This attracts students to those sponsoring organizations for possible employment. Khalsa College for Women provided scholarships to 89 students in 2021-2022, to 41 students in 2020-2021, to 53 students in 2019-2020, to 44 students in 2018-2019 and to 61 students in 2017-2018.

Problems Encountered and Resources Required:

To provide the financial aid to students from different sections of society, the college provides them with scholarships from various bodies but to avail such benefits, there are certain hurdles which need to be addressed such as lack of awareness amongst the students and their eligibility to avail such benefits. The college also encounters some problems in identifying needy students with genuine financial assistance requirements.

File Description	Document
Best practices as hosted on the Institutional website	[View Document](#)
Any other relevant information	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust

within 1000 words

Response:

Eco Friendly Environment

In today's changing environmental climate, society needs eco-innovation and a sustainable focus more than ever before. The college is committed to the protection of the environment and has established several green measures**.** Environmentally friendly and nature-friendly are synonyms for "eco-friendly," and they are used to define products and services as well as rules, regulations, and policies that are believed to cause little or no harm to the environment. We can do a lot to foster and maintain an environment that is environmentally friendly. Today's educators have a crucial responsibility to adapt to the changing needs and to adopt processes and procedures that are directed towards sustainable environment and growth. It's essential to raise the next generation into eco-conscious, self-sufficient world citizens who understand the immediacy of environmental responsibility. Reduce, Reuse, and Recycle (3Rs) is institute's official philosophy for a cleaner greener tomorrow. Respect for nature is ingrained in Sikh teachings as Guru Nanak Dev ji said **Pawan Guru Pani Pita Mata Dharat Mahat** and our college is committed to the cause of environmental sustainability and makes conscious effort for the same.

Green Campus

KCW is a house of greenery, there are various trees and plants and beautiful gardens in the campus which are well maintained in association with various Government and Non-Government agencies. There is a nursery which is well maintained by the gardeners. There are 38 different types of medicinal and herbal plants at the college. Collaborations with other organizations are a benchmark to demonstrate the commitment to the environment, not just on campus but also in the Holy City of Amritsar.A memorable incident in this direction came when an old tree was going to be uprooted and disregarded in the city. The management swung into action and took the tree from the authorities in order to save it by replanting it in the campus. Trees release oxygen when they use energy from sunlight to make glucose from carbon dioxide and water. In 2020-2021, college planted trees like Jammun, Taraek, Ashoka, Sehjan, Mulsari, Kanak Chappa, Amla, Garai Velia, Kuchia, Harash Gar, Amrood, Kusum, Barna, Maltia, Kachnar, Sukh Chain, Serrih, Gulmohar, Safeda and many more.

Solar Plant

Installing solar power plant in colleges is a great educational tool as it allows students to get involved in understanding the importance and benefits of solar energy. It also gives them the opportunity to understand how vital it is to respect the environment for a better future and understand and recognise the emphasis on sustainability. At the same time, solar panels could help colleges to unplug them from grids fed by natural gas and coal power plants that produce air pollutants. The institute has installed rooftop solar projects to reduce harmful air pollution, help the environment and enhance student learning while cutting electricity costs The College also makes use of natural energy for its day to day works and functioning. More than 50% energy requirement is fulfilled by solar power. The institution has replaced almost all lights with LED bulbs as they are more energy efficient and less expensive to operate and maintain. The college also tries to purchase Energy-efficient Appliances with Timers and Energy Star Ratings which consume less energy

Waste Management

The college has established an integrated sustainable Waste Management approach that minimizes waste production and provides economic benefits through scientific waste management. The college has a robust waste management system to handle diverse nature of wastes generated from academic buildings, hostels, labs and canteen. The college has an active vermi-compost unit which is established in the campus for disposal of biodegradable wastes generated through garden trimming and vegetable wastes from the canteen and hostel mess. The campus uses these things for gardening purpose to increase the fertility of soil. College has established a plastic free zone around the campus. Plastic bottles are collected by the students and recycled by using as planters in our garden. The use of single use plastic is strictly banned within the campus.

The college tries to minimize the production of the **e-waste** by reusing the repairable electrical equipments, and manages its e-waste by collecting them in a specified place. The E-waste and defective item from computer laboratory is being stored properly. The institution has decided to contact approved E-waste management and disposal facility in order to dispose E-waste in scientific manner.

Rainwater Harvesting is one of the quickest and easiest ways to reduce water consumption. One can reduce water usage by up to 50% by collecting rainwater, which results in cost savings and environmental benefits. The college has an active rain water harvesting units which is used for ground water recharge and to water the plants in the garden. Waste water from the air conditioners and ROs is also collected in small tanks and buckets and used for watering the plants and sweeping floor.

E-governance: Our College is the first institution in the region to start paperless working. All the official correspondence is done through emails only. Students are informed about tests, Parent-Teacher meets and timetables through text messages, emails and WhatsApp messages. In the administrative work the staff is dedicated to this environment friendly cause and makes all efforts to avoid waste of any kind at any level. The college has an integrated e-governance portal and all the official correspondence even communication with the management and also filling teachers' leaves are done solely through this portal.

Other Initiatives

The campus is pedestrian friendly with dedicated walkways. In order to reduce pollution and to make the students conscious towards environment, they are guided by the faculty to make maximum use of public transport or vehicle pooling is encouraged among the staff and students. The college has taken its green practices outside of its campus boundaries by presenting planters to their guests instead of traditional floral welcome using bouquets. Seminars, conferences and class room discussions centered on environment and sustainability are organized frequently in the college to create awareness among the students about this very important issue.

File Description	Document
Appropriate web in the Institutional website	[View Document](#)
Any other relevant information	[View Document](#)

5. CONCLUSION

Additional Information :

Khalsa College for Women stands out distinctively among the colleges in its neighbourhood due to its significant mission of imparting holistic education to the students by disseminating knowledge and quality education so as to equip the students for achieving global competency through ICT-enabled teaching-learning.

Besides fulfilling the educational requirement of urban areas, the prime location of the institute facilitates in providing quality education to semi-urban and nearby rural areas, thus making it the most popular college of the region. In the recent past, the college has started few vocational and skill-based courses along with some other new programs, in order to supplement the already existing curricula and also to keep pace with the emerging trends. To achieve the target of delivering multidisciplinary education and awareness, we prepare and arrange a variety of add-on courses for our students which help in widening their horizon. On its journey to achieve multidimensional excellence, the institute is proud of the remarkable achievements in the field of sports and extra-curricular activities, besides its astounding performance in academics.

The twofold emphasis of providing academic excellence and refining the minds and character of young females is a unique feature of our institution. With an aim to produce harmonious human resource, we make efforts to inseminate the essential and desirable moral and ethical values and make the students aware about their social responsibility.

The college has signed various national and international MOUs with industry and academia of high repute and offers hands-on experience, training, and valuable exposure to students through the collaborative activities. Our college is the proud pioneer of providing training for self defence to young girls through the Sikh martial arts called Gatka. Providing financial aid and scholarship to the deserving and needy students adds to the optimum aspects of the college. Taking proper initiatives to maintain a green campus and to protect our environment is also one of its core features.

The institution is contributing tremendously to the noble cause of empowering the females in education and career, and developing their overall personality which would lead to their uplifting and benefit our society and nation.

Concluding Remarks :

Khalsa College for Women, Amritsar endorses quality based teaching-learning mechanism along with efforts through various activities which help to inculcate social, moral, ethical and environmental values. Our institution is proud of its successful journey from a handful of students, one program and a small building to the present strength of **1432**, a wide range of options for academic courses, and the perfectly adequate infrastructure. The lush green lawns add to the serene ambience of the campus.

Providing safe and secure environment to students is a remarkable feature of our institute as no incident of ragging has ever been reported. Personal touch and attention given to the students by the faculty is another exceptional attribute of our college. This contributes hugely in building a congenial and amicable environment for the students, which helps to enrich their mental, emotional and psychological health and makes them more confident.

Though excellence in academics, extra-curricular activities, and sports is our hall mark, but at the same time, we organize activities which endow good spiritual health and boost the morale of the students. Whenever required, teachers counsel the students for solving their problems and guide them to be more stable and optimistic in life. Sufficient exposure is given through various activities, thus facilitating the development of their intellect.

Students and employees from different religions, castes, and places form a glorious part of our family. But inspite of some difference in their culture and frame of mind, it is a matter of legitimate pride that we all maintain brotherhood, equality, peace, and harmony and exhibit unity in diversity.

We look forward with positivity for implementation of multidisciplinary education as proposed in National Education Policy 2020. Adopting the required changes for quality education delivery at every stage, the institution has always marched ahead with a target to carve a niche for itself in the educational map. Moving consistently with all our might on the path of 'Quest for Excellence' in imparting holistic education to women folk, the college hopes for a brighter future and keep following

'Arise, Awake and Stop Not Till the Goal is Achieved'