SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

SAROOP RANI GOVERNMENT COLLEGE FOR WOMEN

SAROOP RANI GOVERNMENT COLLEGE FOR WOMEN MCLEOD ROAD RANI KA BAGH

143001

srgcwamritsar.org

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

In the annals of our institutional history, Saroop Rani Government College for Women, affiliated to Guru Nanak Dev University, Amritsar stands as a beacon of academic excellence. Our commitment to quality education has earned us the prestigious 'A' Grade accreditation by NAAC in Cycle II, in the year 2014. These accolades are testaments to our steadfast devotion towards providing value-based, finest education that empowers our female students.

The genesis of our college dates back to its inception in 1932 as Stratford Intermediate College. Our journey began with a modest gathering of 50 students in a rented building and over the years, we have evolved significantly, progressing to the degree level in 1938. Subsequently it reached the postgraduate level in 1971. This journey has been characterized by remarkable resilience showcased by everyone who has an association with this institution. The visionary leadership of our principals and the unflagging commitment of our devoted faculty have transformed our college into a pre-eminent hub of learning and scholarly pursuits.

As we stand in the year 2023, we are proud to say that our institution has evolved into a premier academic haven, catering to the aspirations of over 3000 girl students. Distinguished not only by its status as the singular government college in the region but also as one of Punjab's preeminent model colleges, our institution has grown beyond its humble origins.
This achievement foregrounds our resolve to offer an unparalleled pedagogical experience to our students. However, at Saroop Rani Government College for Women, our commitment is not limited to providing quality education; it extends beyond conventional ideas of teaching.
We endeavour to embrace holistic enrichment in both scholastic and co-curricular spheres.
With meticulous attention to content-enriched curriculum and skill-centric approaches, we strive to fortify our students' minds with knowledge and empower them with necessary life-skills. In congruence with our student-centric philosophy, our initiatives cultivate an ecosystem that focuses on producing enlightened citizens of tomorrow.

Vision

  * To become the preferred destination for young women aspiring for higher education-Education that will enlighten ,empower and shape their future.

Mission

  * To impart quality education with focus on moral and ethical orientation.
  * To cater to the needs of students with a rural background and from socio-economically challenged strata of society.
  * To foster global competence through skill based vocational training programmes.
  * To promote the use of information technology and computer application.
  * To empower our young women to gain financial independence.
  * To encourage the holistic development of students by following an electric approach.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

In 2014, we conscientiously embraced the directives of the NAAC peer team, focusing on enhancing our strengths and addressing our shortcomings through introspection and
reform. The SWOC analysis of our institution for the period under NAAC analysis 2018-2023 reveals several key facets:

- Our sprawling 14.62-acre campus serves as an oasis of ecological mindfulness, nurturing the comprehensive growth of students.
- We champion inclusive education, transcending financial, linguistic, and other disparities through transparent admission policies and adherence to reservation policies.
- We provide monetary assistance through various welfare initiatives, ensuring that meritorious students, regardless of their backgrounds, can join our institution.
- We uphold the principle of equality, ensuring an impartial platform for all students.
- Our dedicated faculty, upholds scholarly benchmarks, reflected in our students excellent results.
- Our sportswomen excel at various levels, from collegiate to international tournaments.
- Our distinguished alumni have brought honor to our institution through their achievements in various fields.
- We consistently excel in cultural and extra-curricular activities, showcasing our students talents.
- Our infrastructure, including classrooms, laboratories, auditoriums, and libraries, supports diverse academic and co-curricular activities.
- We maintain botanical gardens and lawns, providing a vibrant environment for students.
- We offer various sports facilities and hostel accommodations for rural students, ensuring access to quality education.
- Our use of interactive boards enhances the teaching-learning experience.
- We actively promote well-being practices and societal commitments, exemplified by Women Empowerment activities and Each One Educate One initiative.
- We conduct regular tutorial sessions for mentoring students, one on one basis to inculcate morals, ethics and values.
- Our institution leads the state in implementing a Rainwater Harvesting System to conserve water resources.

Institutional Weakness

- Paucity of regular staff.
- Limited number of publications in UGC Care-listed and SCOPUS Journals.
- Need to introduce new courses to remain up-to-date with the evolving educational scenario.
- Need to establish a Research Centre in order to promote analytical and interpretative thinking among students and faculty, to further enhance the reputation of the institution, to endorse interdisciplinary collaboration and to enrich the student learning experience.
- Since many students of the college belong to weaker socio-economic backgrounds, there is a need to create avenues for students to improve their communication skills and to make them ready for real-world exposure.

Institutional Opportunity

- We have the potential to add new and practical courses in different disciplines since our faculty is well-trained and highly-qualified.
- We can organize different interactive sessions among students of different colleges in the state to boost their confidence and encourage critical thinking, increased engagement, collaboration and active learning.
- There are several prospects for graduates specializing in vocational fields. They can work as front desk officers, sales promoters, personal assistants for different businesses and organizations, counsellors for beauty and wellness centres and so on.
- Commerce graduates who demonstrate their aptitude in finance, accounting and marketing and have exceptional communication skills face no problem in getting recruited by local banks and insurance firms.
- Studennts who make a name for themselves in the field of sports & high-achieving NCC cadets are often employed by Police & Armed Forces.
- Courses that focus on practical language skills (Functional English and Functional Hindi) improve the communication as well as writing ability of students to a great extent and enable them to secure employment.
- Alumni interaction opportunities through reunions and mentoring programs can leverage the collective knowledge and experience of young graduates.

Institutional Challenge

- Our counterparts from private sector with limitless resources have an edge in terms of technology and infrastructure .
- Since majority of our students belong to conservative families with rural background , it becomes difficult for them to avil the benefits of various student welfare initiatives of the institution.
- Lack of opportunities for internship and placement in local catchment areas.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Our institution has a systematic framework for the efficient execution of curriculum, strictly conforming to the regulations set forth by Guru Nanak Dev University, Amritsar.
IQAC and Faculty meetings play a pivotal role in facilitating the efficient delivery of the diverse academic programs offered by the college.

- The Introductory staff meeting convened by the Principal provides a platform for comprehensive discussions on the Institutional academic calendar, development of the master timetable, equitable distribution of faculty workload and strategic plan to enhance the implementation of the curricula. A review of the execution of these parameters is done towards the end of the semester.

The key components discussed and managed in IQAC meetings are:

- Preparation of the Institutional Academic Calendar

- Formulating the Monitoring Policy for the smooth implementation of academic and co-academic activities.
- Tailoring various co-academic programs for the holistic development of students.
- Implementing academic flexibility by offering a variety of subject combinations at the undergraduate (UG) level.
- An active student facility center to address examination- related grievances.
- Extending academic offerings by providing a wide range of postgraduate (PG) courses across various subjects.

Teaching-learning and Evaluation

College lays emphasis on the Outcome Based Education and the continuous evaluation of students

- The college follows admission regulations in accordance with GNDU's, UGC's and State government's prescribed norms, and observes the reservation policy as per the government directives. A systematized and transparent admission pattern is followed through a centralized admission portal governed by the state government.
- The institution observes student-centric teaching-learning methodologies and focuses on technology intervention along with traditional teaching for effective Outcome Based Education.
- The college maintains an optimal student-teacher ratio, which enables educators to effectively assess the competence, interests, and learning progression of individual students. A substantial proportion of the faculty possesses NET qualifications and doctorates in their respective fields, showcasing their high level of expertise. Faculty members are strongly encouraged to actively engage in conferences, Faculty Development Programs (FDPs), and other enrichment initiatives aimed at continually enhancing their skills and knowledge base. This commitment to professional development ensures that educators remain up-to-date with the latest advancements in their disciplines, ultimately benefiting the educational experience of the students.
- Student centric methods including hands on workshops, tutorials, and use of ICT for effective teaching learning are promoted. Throughout the session, various activities are organized inclusive of seminars, workshops, educational visits, industrial visits, guest lectures, articulation of academic calendar and presentations for an effective teaching- learning experience.
- The teaching-learning and evaluation process is enriched through the incorporation of class tests, assignments and house tests, all overseen by the college registrar. A meticulous record of these assessments is systematically maintained to promote transparency within the educational system. For students who may require additional support, remedial classes are diligently arranged following assessments. Conversely, fast learners are provided with supplementary tasks to further refine their skills. This approach not only aids students in monitoring their progress but also assists them in identifying their strengths and areas that may require improvement.
- The Average Enrolment Percentage of the institution is 81.74%, Average Students-Teacher Ratio is 31.57%, the Average Percentage of Seats filled against Reservation is 89.27% and the Average Ph.D./ NET percentage of the faculty is 56.5%.

Research, Innovations and Extension

The institution prioritizes a comprehensive approach to research and knowledge transfer, despite the absence of a formal research centre. It fosters an environment conducive to research through several means.

- The college invests in essential infrastructure and resources, such as the state-of-the- art laboratories, a well-stocked library, and free Wi-Fi access. Additionally, electronic resources, including thousands of e-journals and e-books, are readily available.
- The institution actively promotes critical thinking and cognitive development among students through book reviews, seminars, workshops, and debate contests.
- The faculty members are encouraged to pursue research for which they can use the Inflibnet facility.
- The institution's commitment to holistic education is evident through community outreach programs and field visits.
- The institution and its members have garnered several accolades and commendations for their commendable extension activities, bestowed upon them by the government and government-affiliated bodies.
- Several faculty members and students were recognized by the Government of Punjab for their dedicated service as Tele counsellors during the COVID-19 pandemic.
- The college's principal was honoured with the Global Women Achievers Award for her contributions towards the field of education.
- The National Service Scheme (NSS) unit of the college also earned appreciation from the Sarpanch of their adopted village, Khurmania.
- Many faculty members and students received certificates of recognition for their participation and achievements in various youth leadership, declamation, and educational events.
- Important Subjects such as Cervical Cancer, Women's Safety, and Menstrual Hygiene are addressed through informative talks.
- Collaborations with organizations like Rotary Club, Voice of Amritsar, and Phulkari WOA have enabled grand celebration of events like Van Mahotsav and International Yoga Day.
- The NCC and the NSS jointly organize events covering road safety, social issues awareness and eco-friendly practices.
- The institution is deeply involved in community engagement through a diverse array of initiatives. These activities encompass cleanliness campaigns, awareness rallies, counselling programs, and tree planting events conducted in rural villages.
- Additionally, the institution serves as a nodal college for various government schemes and actively contributes to community welfare through vaccination drives, banking & financial aid programs and nutritional awareness camps

Infrastructure and Learning Resources

As a government institution, our policies for developing infrastructure and other material
facilities to enhance the teaching-learning process are dependent on the availability of the grants. These grants are utilized in a highly efficient and effective manner, prioritizing the needs of both our students and the institution.

- Our college campus spans across 14.62 acres and is equipped with 23 classrooms, 3 lecture theatres and 14 smart classrooms that feature ICT facilities like projectors. Additionally, we have 2 seminar halls - an auditorium, and a multimedia room, along with 26 well-equipped laboratories, all of which significantly enhance the quality of teaching and learning.
- To encourage physical fitness and co-curricular activities, our campus features well-maintained sports facilities, including expansive playgrounds, a basketball court, a volleyball court and both indoor and outdoor gymnasiums. We also provide students with common rooms and dedicated areas for recreational activities.

- Our campus is equipped with 30 Mbps bandwidth Wi-Fi. We provide 119 computers for student use, with a majority of them connected to the internet. Additionally, we offer a girls hostel with 66 rooms for the convenience of female students.
- We take pride in our fully-equipped Central Library, named after the renowned literary figure Dr. Amrita Pritam. The library currently houses 56,775 books and has been partially automated since 2007 using the 'ORBIT Library Management System'. We also have a subscription to INFLIBNET'S N-LIST program, granting access to various e-Books and e-Journals. Furthermore, our library offers subscriptions to 24 magazines, 9 newspapers, 12 lifetime journals and 10 journals from government sponsored organizations.
- Apart from the academic facilities, we provide various amenities such as campus security and surveillance through CCTV. Our institution also has a canteen, IQAC room, medical room, botanical garden, parking facilities, bookshop, and photostat shop. Inclusivity is important to us for which purpose we offer ramp and wheelchair facilities to support physically challenged students within the college.

Student Support and Progression

The institution is dedicated to nurturing students' holistic development and maximizing their active involvement in college life. It employs several mechanisms to achieve these goals:

- Ensuring that students are well-informed about college happenings, support services and important notices is a top priority. This information is readily accessible through sources like the college prospectus and regular notice board updates.
- The college extends a variety of support services to enhance student's experiences. Financial aid options are available to assist those who may face economic challenges. Hostel support services are provided to create a conducive learning atmosphere. Furthermore, the institution takes great care in maintaining a clean and green environment.
- Acknowledging the diverse socioeconomic backgrounds of its student body, the college offers financial assistance through multiple avenues. These include contributions from the PTA, the SAF, the Alumni Association, EOEO, and the Retired Principal Association.
- The college strives to make the teaching-learning process more enriching. This is achieved through a range of initiatives, including field visits, on-the-job training, seminars, and lectures. Entrepreneurial skills are nurtured through activities like Campus Cafeterias and workshops. Students are actively encouraged to participate in a wide array of activities that contribute to their holistic development.
- Recognizing the importance of guidance in students' academic and personal journeys, the institution offers academic, personal, and career counselling services.
- Various clubs and societies, including those focused on gender sensitivity and social responsibility, have been established. These organizations promote women's empowerment, gender sensitivity, and awareness campaigns against issues such as ragging and drug abuse.
- The college fosters a strong sense of community among students, alumni, and former faculty members. Regular meetings and organizations like the Chhatra Sabha and Alumni Association, along with subject societies and clubs, have been established since the college's inception.
- The impressive academic achievements of students in various activities are a testament to the commitment of both students and teachers toward excellence. The college's alumni data trends positively, with many students pursuing Master's degrees across various fields as they continue their educational journeys.

Governance, Leadership and Management

The college has a storied legacy of visionary leadership, guided by a succession of dynamic principals who have faithfully adhered to the directives set forth by the DHE, Government of Punjab.

- Since its very inception, the institution has unwaveringly upheld its commitment to impart education steeped in core values, with a particular focus on empowering women to tackle multifaceted challenges of life. This steadfast commitment is interwoven vision and mission statements of the college, which are thoughtfully calibrated to align with national higher education policies and emerging global trends.
- In the sphere of strategy formulation and execution, the college's leadership places a premium on the principles of participation and democracy. The principal collaborates closely with the college council and the IQAC to craft a comprehensive perspective plan that charts the course for institutional development. The perspectives of the college's faculty, parents, students, and other stakeholders are highly valued and thoughtfully integrated into this planning process. The dissemination of information, which is deemed crucial for maintaining transparency, is achieved through an array of channels, including meetings, assemblies, annual reports, and electronic media.
- The college extends various welfare provisions to its faculty, including medical leave, sabbatical leave, duty leave, and loan facilities, all in accordance with state government norms.
- An informal yet highly efficient feedback mechanism is integral to maintaining academic excellence, with faculty performance comprehensively evaluated based on well-designed Annual Confidential Reports furnished by the Directorate of Higher Educaton.
- The college's financial management and resource allocation procedures adhere to a meticulously defined framework that places a premium on resource mobilization and transparent financial oversight. The Principal, in close collaboration with the college bursar and the council, assumes responsibility for overseeing the allocation and management of financial resources. To ensure fiscal transparency, both internal and external audits are conducted regularly, scrutinizing the income and expenditure of the college.
- Quality assurance is embedded within the institution's core values, with the IQAC diligently overseeing the pursuit of equality and excellence at the commencement and culmination of each academic session. The AQAR stands as a cornerstone for evaluating and enhancing the college's operations annually.

Institutional Values and Best Practices

Our college, being a premiere women's institute, is dedicated to the cause of women empowerment.

- Various committees, societies and cells (Women Empowerment Cell, Legal Literacy Cell, Guidance, Counselling Cell, etc.) have been established to promote gender equity and instil constitutional obligations that have profound impact on shaping the values, attitudes, and sense of responsibility of the younger generation towards their nation and society.
- Our institution is an epitome of biodiversity with a wide variety of micro/macro fauna and ornamental/medicinal flora comprising of trees, shrubs, herbs, etc.
- The institution has adopted a sustainable approach by substituting traditional bouquets with green plants cultivated within the campus and transplanted into planters crafted from recycled materials such as waste boxes and tins. Additionally, the college hosts an active Environment Club that spearheads various initiatives, including sapling distribution, plantation drives, campaigns promoting reduced plastic usage and effective waste management practices.

- Waste segregation is managed in the campus through the use of dustbins of different colours meant for dry and wet waste. Our college has 12 rain water harvesting units.
- The campus has special facilities for differently-abled students. These facilities include pedestrian pathways, a ramp for easy access between vertical levels, wheelchairs and grab bars in washrooms.
- The NCC and NSS units within the institution play a pivotal role in fostering the holistic development of students. These units organize camps and commemorate significant national and international days and weeks throughout the year.
- Among the numerous best practices implemented in the institute, two noteworthy initiatives that deserve special recognition
    - Each One Educate One (EOEO): Over the past five years, the institution has undertaken the EOEO initiative through which 40 economically disadvantaged students have received essential financial support. This commendable effort underscores the college's commitment to inclusive education and its dedication to empowering students from underprivileged backgrounds by facilitating their access to quality education.
    - Café Zodiac: An equally impressive endeavour is a cafeteria managed and operated by students enrolled in the CND course. This unique venture not only serves as a practical learning platform but also provides students with opportunities to enhance their entrepreneurial and leadership skills.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	SAROOP RANI GOVERNMENT COLLEGE FOR WOMEN
Address	Saroop Rani Government College for Women McLeod Road Rani Ka Bagh
City	Amritsar
State	Punjab
Pin	143001
Website	srgcwamritsar.org

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal	Dr. Daljit Kaur	0183-2225818	9814729313	-	gcamritsar@gmail.com
IQAC / CIQA coordinator	Surinder Kaur	-	9501033384	-	iqac.srgcw@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	For Women
By Shift	Regular Day

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details

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

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	30-07-2004	[View Document](#)
12B of UGC	30-07-2004	[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)?	Yes
If yes, date of recognition?	10-03-2010
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	Saroop Rani Government College for Women McLeod Road Rani Ka Bagh	Urban	14.5	20719.9

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	SSC	English	75	74
UG	BBA,Commerce	36	SSC	English	60	59
UG	BVoc,Commerce	36	SSC	English	60	0
UG	BCA,Computer Science	36	SSC	English	60	58
UG	BSc,Home Science	36	SSC	English	40	26
UG	BSc,Science	36	SSC with non medical	English	60	52
UG	BSc,Science	36	SSC with medical	English	30	25
UG	BSc,Science	36	SSC with Non medical	English	100	72
UG	BSc,Science	36	SSC with medical	English	105	105
UG	BA,Humanities	36	SSC	English,Hindi,Punjabi	750	703
PG	MA,Music Instrumental And Vocal	24	UG	English,Hindi,Punjabi	10	3
PG	MA,Music Instrumental And Vocal	24	UG	English,Hindi,Punjabi	20	10
PG	MCom,Commerce	24	UG in commerce	English	60	23
PG	MA,English	24	UG	English	60	23
PG	MA,Geography	24	UG	English,Hindi,Punjabi	30	12
PG Diploma	PGDCA,Co	12	UG	English	40	23

recognised by statutory authority including university	mputer Science									

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				8				95			
Recruited	0	1	0	1	2	6	0	8	2	14	0	16
Yet to Recruit	0				0				79			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				67
Recruited	12	8	0	20
Yet to Recruit				47
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
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	1	2	0	2	5	0	11
M.Phil.	0	0	0	1	3	0	0	3	0	7
PG	0	0	0	0	1	0	1	5	0	7
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	1	10	0	11
M.Phil.	0	0	0	0	0	0	0	9	0	9
PG	0	0	0	0	0	0	6	23	0	29
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	1	1	0	2
M.Phil.	0	0	0	0	0	0	0	3	0	3
PG	0	0	0	0	0	0	0	5	0	5
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
	6	4	0	10

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	1168	6	0	0	1174
	Others	0	0	0	0	0
PG	Male	0	0	0	0	0
	Female	68	3	0	0	71
	Others	0	0	0	0	0
PG Diploma recognised by statutory authority including university	Male	0	0	0	0	0
	Female	23	0	0	0	23
	Others	0	0	0	0	0
Diploma	Male	0	0	0	0	0
	Female	0	0	0	0	0
	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	874	683	542	521
	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	30	18	25	24
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	205	158	126	99
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		1109	859	693	644

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	Our institute is enthusiastically focusing on bringing about the transformation in the field of education as suggested by the NEP 2020. The National Education Policy stresses on the multidisciplinary/ interdisciplinary approach to revolutionize the traditional educational models. For this purpose, our college has various departments like Science, Commerce, Home Science, Fine Arts, Arts and Humanities and Physical Education that break down the silos between different disciplines by organizing interdepartmental seminars, lectures, events and workshops and motivating the students to participate in the same. The faculties of different departments invite experts from other disciplines to share their

	valuable insights on varied topics. This allows the students to explore a wide range of subjects which further prepares them for the perpetually-evolving global landscape. For example, the PG Department of Geography organizes interdisciplinary lectures by inviting the experts from different departments.
2. Academic bank of credits (ABC):	Our college is affiliated to Guru Nanak Dev University, Amritsar, and follows the syllabi and rules and credit system of the university. Our university has taken the initiative to follow the guidelines of NEP 2020 and we guided our students regarding the registration process of ABC portal where they successfully registered themselves.
3. Skill development:	Our college is already in tune with the NEP 2020's guidelines related to skill development. Since the National Education Policy lays a lot of emphasis on Vocational Education and Experiential Learning (VENTEL) and its inclusion in the curriculum, our institution has made vocational education and skill development a part of the syllabi of various disciplines such as Fine Arts, Home Science, Clinical Nutrition and Dietetics (CND), Botany, Functional English, Hindi Patrakarita, and Functional Hindi . Job opportunities in these subjects include Translators, Interpreters, Typists, Journalists, Radio Jockeys, Script Writers, Anchors and so on. Students from Fine Arts, Home Science and CND are self-employed in the fields of Fabric Painting, Wall Painting, Home Decoration and Dietetics. To cite an example, the CND department of the college gives nutritional counselling to various students and patients. The Fine Arts department organizes different workshops cum exhibitions to impart knowledge to students regarding the basic techniques of pot-making. The Botany department of the college impart knowledge to the students about benefits of composting. The students enthusiastically participate in different activities related to the process of composting like the mixing and incorporation of the leaves with the soil as well as utilization of the kitchen waste like egg shells, fruit peels, vegetables and coffee/tea powder in the preparation of the compost.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	Our institute pays great attention to the advancement of Indian Knowledge System by imparting education in Indian languages and culture to the students. The two language departments of our college- Hindi and

	Punjabi, regularly organize a wide range of activities focused on Indian languages and culture to foster a deeper understanding and admiration of Indian heritage among the students. We also participate in the "Ek Bharat Shreshtha Bharat" initiative of the Government of India in which states and UTs are paired together and engage in various cultural exchange activities to learn about each other's traditions, languages, art forms, cuisines and heritage. The programme encourages states to collaborate and celebrate the rich tapestry of India's cultural legacy, emphasizing the principle of unity in diversity. Under this initiative, our college was paired with St. Joseph's College for Women, Vizag, Andhra Pradesh. Many inter-college events were organized by both the institutions including cultural dance/songs, FDP and 2 courses for students conducted by English Language Fellow Vicki A. Hale.
5. Focus on Outcome based education (OBE):	The National Education Policy 2020 underscores the importance of Outcome Based Education(OBE) as a fundamental approach to transform the Indian Education System. OBE focuses on defining clear learning outcomes and aligning curriculum, pedagogy, and assessment to achieve those outcomes. From 2020-21, the students of our institute have been registered on the ABC portal.
6. Distance education/online education:	As a consequence of COVID-19 pandemic, Higher Education Institutions (HEIs) across the country have progressively adopted digital platforms for various educational activities, opening new horizons of learning. The usual Offline mode of education of the institution transformed into Hybrid mode of teaching and learning and various platforms like ZOOM ,Google Meet and wise app were used by the faculty members for conducting online classes, hosting virtual conferences, seminars, workshops and meetings. In addition to this, the faculty members have been actively involved in the creation of electronic content for UG and PG courses. This shift to the digital platforms has been a significant response to the challenges posed by the pandemic, enabling the continuity of teaching-learning process.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Establishing an Electoral Literacy Club in colleges is a commendable initiative to promote civic engagement and voter awareness among the students. It empowers young people to actively participate in the democratic process. Our college has an Electoral Literacy Club for creating awareness about the significance and necessity of voting.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	ELC consists of a committee of four members. the senior most is the nodal officer. They conduct various activities related to voter awareness. Two students are appointed as campus ambassadors who encourage and help their fellow learners to register themselves as new voters.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	Activities under SVEEP (Systematic Voters Education and Electoral Participation Programme) are undertaken to educate the electors regarding procedures related to the registration of name in electoral roll, correction of their existing particulars in electoral roll and deletion of names of deceased family members. SVEEP activities are also aimed at raising awareness about various online, offline facilities available to voters.
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	Activities like Declamation contest, quiz and poster-making competition are organized every year in the college, especially, on National Voters' Day, i.e., on January 25. Students committedly and wholeheartedly participate in such events by becoming a part of voter awareness rallies and by making thought provoking posters. Voter Awareness Banners are also displayed in various areas of the college. Students and staff members take the pledge of ethical voting—to vote responsibly, to reject vote buying and coercion, to promote fair play, to respect differences, to encourage others to vote and to support democracy.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	ELC makes a list of eligible voters (students who turn 18) every year. Such eligible voters are enrolled on time and handed over their electoral photo ID cards on 25th January every year. In the year 2022-23, 720 new students were guided by the ELC in making their voter cards.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
2873	2639	2496	2787	2740

File Description	Document
Institutional data in prescribed format	[View Document]

2 Teachers

2.1

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

Response: 92

File Description	Document
Institutional data in prescribed format	[View Document]

2.2

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

2022-23	2021-22	2020-21	2019-20	2018-19
91	103	102	110	109

3 Institution

3.1

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

2022-23	2021-22	2020-21	2019-20	2018-19
71.56444	74.52892	39.37532	5.86821	76.59185

File Description	Document
Upload Supporting Document	[View Document]

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:

The College is affiliated to Guru Nanak Dev University, Amritsar, and follows the prescribed academic curriculum proposed by the university. The curriculum planning and delivery process is a well-organized and dynamic process that guarantees the holistic development of its students.

Curricular Planning

- **Framing of the Syllabus:** The college offers undergraduate and post-graduate programmes in the humanities, sciences and commerce. The syllabus UG and PG courses are prepared by Board of Studies of the Guru Nanak Dev University, Amritsar. The college makes efforts for curriculum improvement by providing suggestions and inputs for designing and revising the new and existing courses through its faculty members as representatives in university.
- **Academic Calendar:** The institution prepares a well-planned and properly structured institutional calendar for curriculum dissemination in each semester in accordance with the academic calendar provided by the affiliating university. The IQAC in consultation with heads of departments outline the stratergic plan for the academic year, including important dates, examination schedules and co-curricular activities. Staff meeting is held at the outset of the session and the Principal shares the annual academic plan to ensure a smooth and systematic flow of each semester.
- **Time Table:** The time table for the Faculty of Sciences, Commerce and Humanities is prepared at the beginning of each semester and it is displayed on the faculty and student notice board.
- **Creation of sections**: sections of required subjects are made as per the subject combination and the student strength.
- **Unitization of Syllabus**: To ensure effective curricular planning, unitization of syllabus is chalked out, by the dividing the syallbi into units/chapters. The concerened faculty follow the plan throughout the semester accordingly. A unitization proforma is filled for the same. A predetermined percentage of the syllabi is completed within the time frame specified.

Curriculum Implementation

- The teachers acquaint the students with the prescribed course content and also recommend relevant reference books. They are also well informed about the pattern of the university question paper for better understanding.
- Regular periodic departmental meetings are held to review the progression of the syllabus.
- Teachers use innovative approaches such as ICT tools, assignments, seminars, field and industrial visits, quiz, and class tests for the effective implementation of knowledge.

- The college has a well-established library with a wealth of resources in the form of books, magazines, journals, newspapers and e-resources that optimally meets the pedagogical needs of both students and teachers.
- The college has wisely maintained its infrastructure and resources to ensure proper curriculum implementation.
- Class tests, assignments, field trips, and other activities are scheduled at regular intervals to supplement and track students' progress throughout the semester.

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

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 15

File Description	Document
List of students and the attendance sheet for the above mentioned programs	[View Document](#)
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Evidence of course completion, like course completion certificate etc. Apart from the above:	[View Document](#)

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 3.7

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
90	411	0	0	0

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 in transacting the Curriculum

Response:

The college follows the curriculum offered by the affiliating university. The institution runs programmes under Humainities, Commerce and Science. The syllabi designed by the affiliating university address topics like gender, human values, the environment, and sustainability in a number of subject's curricula. In addition to the university's programs, the institution also hosts workshops, conferences, seminars, and other co-curricular activities in an effort to include the overarching issues related to the above mentioned aspects. **Women Empowerment Cell, Environment Club, Red Ribbon Club, Legal Literacy Cell, NCC, NSS, Student Aid Fund** are actively engaged in such activities to enable the students to be socially responsible citizens.

Professional Ethics: Professional ethics is the foundation of all teaching and learning activities. Professional ethics are integrated into the curriculum of Commerce, Political Science and Home Science. Faculty members are constantly aware of their social responsibilities. Regular class discussions are held about significant issues affecting our society.

Gender Sensitivity: Gender concerns form an integral component of the curriculum of Languages and Home Science. Besides curriculum, **Anti-Ragging Cell, Grievance Redressal Cel**l and **Women Empowerment Cell** are active in promoting equality among various stakeholders. The **NCC** and **NSS** wings, as well as **Red Ribbon Club**, have been working to raise awareness among students about critical and widespread issues.

Human Values: Human Values are the part of curriculum of Home Science and Languages. To supplement the curriculum, healthy discussions are held in which students are taught to be responsible and sincere towards elders, as well as society. The various functional cells of the institute organize motivational lectures, meditation sessions, and activities to imbibe moral and human ethics.

Environment and Sustainability: To raise environmental awareness among students, EVS has been made mandatory part of the curriculum at undergraduate level. Cross-reference of environmental issues

is found in the curriculum of Languages, Political Science, Home Science, Zoology and Botany. Besides curriculum, the college has **sprawling lush green campus** supporting wide variety of flora and fauna.

The **Environment Club** aims to raise environmental conciousness amongst the stakeholders. All the significant days viz. **Earth Day**, **Environment Day**, **Ozone Day**, and **Biodiversity Day** are celebrated to inculcate a sense of responsibilty towards planet earth. Students are encouraged to adopt sustainable measures to save the depleting resources. **Van Mahotsav** is celebrated every year to spread awareness and educate students about the importance of planting trees. The functional units of the college regularly conduct cleanliness drives, awareness camps and tree plantations to promote a balanced ecosystem.

An integrated **Rain Water Harvesting System** is used for groundwater recharge. Segregation of bio-degradable waste, leaf composting and vermi-compost are some of the activities that students from Department of Botany undertake. For energy conservation, the use of **energy efficient appliances** is encouraged.

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

1.3.2

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

Response: 9.85

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

Response: 283

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

Response: B. Feedback collected, analysed and action has been taken and communicated to the relevant bodies

File Description	Document
Feedback analysis report submitted to appropriate bodies	[View Document](#)
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	[View Document](#)
Action taken report on the feedback analysis	[View Document](#)
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 81.74

2.1.1.1 **Number of seats filled year wise during last five years (Only first year admissions to be considered)**

2022-23	2021-22	2020-21	2019-20	2018-19
1187	1157	928	1167	1070

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

2022-23	2021-22	2020-21	2019-20	2018-19
1350	1320	1320	1360	1390

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list as published by the HEI and endorsed by the competent authority	[View Document](#)
Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.	[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 89.27

2.1.2.1 **Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)**

2022-23	2021-22	2020-21	2019-20	2018-19
462	462	369	393	410

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

2022-23	2021-22	2020-21	2019-20	2018-19
462	462	462	476	486

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	[View Document](#)
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	[View Document](#)

2.2 Student Teacher Ratio

2.2.1

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

Response: 31.57

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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

The teaching methodology is student-centric and focuses on analytical and learning aspects. A healthy and congenial environment for the holistic growth of the learner's personality is provided to the students. In order to make the teaching-learning more effective and explorative, the experiential, participative, problemsolving techniques are promoted with support of ICT.

Experiential Learning

- Teaching-learning methods adopted by the institute include lecture base method, interactive sessions, computer based assignments, power point presentations, project-based learning, hands on learning for practical subjects, etc.
- To make teaching-learning effective, teachers employ interactional methods by encouraging students to participate in group discussion, role-play, team work and subject quiz.

Participative Learning

- Laboratories in the sciences departments allow the students to explore and follow experiments more innovatively.
- Participation in seminars, academic competitions, youth festival, and sports encourage students to become more participative.
- Students are motivated to contribute in the college magazine published every year to augment the creative as well as writing skills.
- NCC, NSS and Red Cross Society of the college nurture students to dedicate their services for social and moral cause.
- Talent hunt program and talks by eminent speakers prepare them to meet the challenges of life.

Problem Solving Methodologies

- In order to incorporate creativity, critical thinking, analytical reasoning and scientific temperament among students problem solving approach is employed.
- Participation in quiz at college and university level helps to improve problem solving skills.
- Engagement of students in projects help to nurture the cognitive thinking.
- Assignments, tests and presentations are used as key tools to improve critical and analytical capabilities of the students.

Use of ICT Tools

- College uses Information and Communication Technology (ICT) in education to support, enhance, and optimize the delivery of education.
- To facilitate the teaching- learning practices beyond the four walls of the class room, various e-learning platforms have been employed including Google meet, Zoom, and Microsoft teams.
- College has three lecture theatres viz. Physics Lecture Theatre equipped with facilities to undertake virtual teaching, , Geography Lecture Theatre, and Zoology Lecture Theatre.
- During the lockdown, teaching was fully conducted through online platforms such as zoom, google meet, wise, Microsoft teams.
- Webinars, e-workshops, and numerous online activities were organized by various departments.
- The students are encouraged to utilize the academic benefits from Swayam, MOOC, NPTEL, Coursera, courses under JGNDPSOU.
- Whatsapp groups have been created for every class to share the relevant information, to make

communication conducive, and to address queries by the students.

File Description	Document
Upload 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: 98.47

2.4.1.1 **Number of sanctioned posts year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
104	107	104	104	104

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	View Document

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 56.5

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

2022-23	2021-22	2020-21	2019-20	2018-19
60	67	53	57	54

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	View Document
Institution data in the prescribed format	View Document
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awareded by UGC recognized universities	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 institute follows the regulations of Guru Nanak Dev University Amritsar for theory and practical assessment. Students who are admitted in the various streams are assessed continuously through transparent and time framed evaluation processes. The college registrar along with examination committee ensures the streamlined functioning of the university examinations, house examinations, evaluation, result reports, and other concerned orientation sessions as per the academic calendar to keep record of students' progress in order to make course outcome effective in teaching learning process..

Internal Assessment Process

- Continuous evaluation is made through Group Discussions, unit tests, assignments, seminars, presentations, and house tests. The performance of the students is communicated to them in the class or through the whatsapp groups. Personal guidance is given to the slow performers after their assessment.
- Orientation sessions are conducted for first year students to communicate information regarding filling of OMR sheets, and to apprise them with significant instructions for the university examinations.
- The internal examination schedules are prepared as per the university norms and communicated to the students well in advance. To ensure proper conduct of tests, teachers are assigned duties of invigilation and evaluation. The results are communicated to the students; slow learners are recognized and motivated to improve their performance through various remedial methods.
- Annual prize distribution function is organized in which students who attain positions in the university and house examinations are awarded.

External Assessment

- The schedule of theory and practical examination is communicated by the affiliating university well in advance. The date sheets planned by the university are based on two shifts for the smooth

running of entire examination process.

- The viva voce for the practical is conducted by the external examiners for which duties are assigned by affiliating university. The attendance and scores are uploaded online within three working days of compilation in order to maintain the transparency.
- Besides, the college conducted Online/Open Book Examination during lockdown scenario as per the directives of university. Answer sheets were evaluated by the teaching faculty in a time framed system and results were communicated through a proper channel.

Grievance Redressal

- The examination committee established in the college manages the entire frame work of evaluation procedure and related grievances. Examination committee ensures the smooth and explicit sorting of the whole process throughout the session.
- Additionally, the affiliating university's examination branch addresses the queries related to results, corrections in mark sheets, other certificates issued by the university. Students can also opt for revaluation and improvement examination.

The continuous evaluation of students helps them to recognize their performance and improvements. The foremost effect is to consider and to resolve any grievance by the students and it's contemplated with primacy by the registrar of college and principal at the helm of affairs.

Besides the regular courses, the use of time bound and transparent evaluation for examination is followed in courses under JGNDPSOU.

File Description	Document
Upload 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

Response:

Programme outcomes imply the knowledge, skills, and accomplishments a student needs to acquire. The course outcome infers the abilities and resultant of the knowledge a student should gain. The prospectus of college is designed so that applicant can go through well summarized information regarding various courses running in the college. The outocme of the programmes as well as courses are displayed on website which are in accordance with the affiliating university.

At the commencement of classes, faculty members communicate the outcomes of particular programme and course to the students so that they can understand the applicability and features of the course opted. The IQAC ensures regular examination of target achievement levels of the course within

the stipulated timeline and its execution in shaping their future prospects. The various streams in the college have a broad vision and contribute to the global marketplace.

- PG programmes in Arts are run to inculcate higher levels of learning, and to develop the art of acquisition, interpretation and effective communication of knowledge which is important for the job market.
- PG programmes in the performing arts are held to enhance artistic and creative skills. The attained skills are helpful for seeking job.
- PG programme in commerce is the right stepping stone for the commerce graduates. The course structure intends to strengthen the skills in finance management, business analysis, chartered accountancy, and to gain and grow specialist knowledge for pursuing research. The programme enables students to upgrade their analytical and problem-solving abilities for well equipped job positions.
- UG programs in Commerce have objectives to provide intensive in-depth study of key concepts making them understand the concepts related to their fields, and to promote rational approach towards problem solving. The goal is to promote analytical and practical approach which will be helpful for the progression towards higher education. This course provides students with expertise in various areas of business administration.
- UG programs in Science have objectives to provide core information of all around. Science is a dynamic, expanding entity of knowledge, sheathing new domains of experiences. It is a human acceptance to understand the world by assembling the concepts on the basis of observations and thus arriving at theories, laws and principles. It nurtures the analytical and practical approach, expanding the horizons for the progression towards higher education and research. It opens a wide range of career opportunities in the fields of life sciences and physical sciences.
- UG program in Computers aim to equip students with the skills necessary to stay updated with the latest IT trends.
- UG courses in Humanities leads to the enrichment of values and core understanding of market challenges. The course enhances the process of rational thinking, problem solving and analytical evaluation from different perspectives.
- The vocational courses lead to impart practical approach by creating a professional environment. These courses assist the learners to make students ready for global and regional employment.

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

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

The Program Outcomes (POs) and Course Outcomes (COs) are measured through different aspects including syllabus, evaluation, and results. Faculty adheres to complete the course within the defined

timeline. Continuous mentoring and evaluation is done through various measures viz tests, quizzes, assignments and presentations. For each course, the acquirement level of course outcomes is based on the students' performance in the inhouse and end semster examinations. The direct and indirect feedback helps to assess the course outcome. Thus, the attainment of course outcomes is a cumulative result of direct and indirect assessment. The evaluation of results and responses by the students is an attempt to revive the educational practices with the best teaching methodologies and to realize the gap between outcomes and the target level. IQAC ensures and sets benchmarks to reach various academic goals, and observes the attainment of expected results. Additionally, the institution observes and ensures the achievement of course outcomes through various indicators:

- Participation of students in the interactive sessions holds special attention in the college, which boosts confidence and sense of responsibility among the students.
- Organization of seminars and workshops on a periodical basis is helpful in giving exposure to students so that they understand their subjects from the vision of experts and it inspires them to excel in the desired fields.
- Practical training through educational visits to different institutes, laboratories, and firms is significant to recognize the applicability of the course in the real world.
- Career counseling and guidance cell in the college widens the prospects for students to attain the desired outcomes.
- Faculty members in the college are appointed as members of the Board of Studies, invigilators, and external examiners for theory and practical examination by the affiliating university which facilitates the Outcome Based Education (OBE).
- The placement cell established in the college works with students to enhance their analytical, logical, and verbal skills, which helps them to industry ready.
- Alumni association monitors the achievements of the graduates from the college. It maintains a record of personal and professional data of the old students.

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

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response: 98.74

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

2022-23	2021-22	2020-21	2019-20	2018-19
799	759	821	884	800

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

2022-23	2021-22	2020-21	2019-20	2018-19
799	759	822	885	850

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response: 3.36

File Description	Document
Upload database of all students on roll as per data template	[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: 0

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

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

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS),including awareness   about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

The institution encourages and promotes a comprehensive system for research, innovation and transfer of knowledge by engaging in many research oriented activities. The institution is in the process of creating an incubation centre. The following efforts are made to enable students to pursue research in future.

- **Skill Development & Entrepreneurship**
  - SESREC of the institution facilitates the formation and working of self-help groups; promotes and monitors skill enhancement activities to make students self-sufficient.
  - The various workshops , hands on trainings for vocationalization are held on pot making, photo frames, best out of waste, mehandi, diwali exhibitions, cake baking etc. are conducted which are not a part of their curriculum. These help students to learn and hone their skills.
  - Cafe Zodiac, run by students of CND prepares them for future startups. ComFest was held to strengthen entrepreneur skills.

- **Critical thinking and Cognitive Development**
  - Students engage in book review sessions in library
  - Seminars, workshops organized in college provide a platform for students and faculty members to interact, exchange ideas and enhance research skills, stimulate critical thinking and promote innovation.
  - Inter departmental interaction of teachers and students for discussion on research methodology, sharing of ppt's provides boost to analytical thinking which is vital for research acumen.
  - Debate, declamation contests to develop critical thinking by stimulating students to analyze and evaluate different arguments and perspectives.
  - Research oriented poster making competitions, exhibitions, through visuals, develop creativity.
  - Duty leave is provided to faculty to support their research endeavours.
  - To impart quality education and develop critical thinking students are encouraged to prepare class presentations
  - A newsletter in pdf form and a You-Tube channel was started and is managed by the staff and students of Clinical Nutrition and Dietetics.
  - Nutrition Education Presentations are given by students of CND to various departments of the college.
  - Under IKS (NEP2020) the institution works for
    - **Shilalekh** wall magazine showcasing Indian Culture.
    - Heritage site - highlighting Punjabi Culture
    - Encouraging students to work for the wellness of the community through different activities.
    - Bilingual Method of teaching is adopted by the teachers, regional languages are taught, subjects like Indian Classical Dance, Music are offered, traditional festivals like Teej, Basant and Lohri are celebrated.

- **Excursions and Field Visits**
  - Students are taken for field visits to reputed institutions to provide them necessary exposure.

- **Infrastructure**
  - Resources like:
    - Updated Science labs and well equiped computer labs
    - Smart Classrooms
    - Wi-fi enabled campus
    - Well- stocked advanced library with 56775 books
    - N-list of Inflibnet provides more than 6000 E-journals and 199500 e-books
    - OPAC facility
    - Audio-visual section with LED in library.
    - Photocopy and printing facility available in library.

Outcomes

- Three teachers completed their Ph. D. during this period.
- Faculty members have a good number of books and research papers published in their name. Faculty members present papers in seminars and conferences of national and international level.

Members of faculty are invited by other institutions to deliver extension lectures.
- More than 60 % students have been enrolled in higher education programmes. Approximately 25% students have got placement.

File Description	Document
Upload 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: 181

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**

2022-23	2021-22	2020-21	2019-20	2018-19
26	40	35	12	68

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: 0.53

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

2022-23	2021-22	2020-21	2019-20	2018-19
5	8	7	11	18

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	[View Document](#)
Link to re-directing to journal source-cite website in case of digital journals	[View Document](#)
Links to the papers published in journals listed in UGC CARE list or	[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: 0.68

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**

2022-23	2021-22	2020-21	2019-20	2018-19
8	12	12	14	17

File Description	Document
List of chapter/book along with the links redirecting to the source website	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	[View Document](#)

3.4 Extension Activities

3.4.1

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

For the holistic development of the students,the institution engages the students in various extension activities. This strengthens relationships and fosters collaboration between the institution and the community.

- NSS, NCC, Red Cross, Red Ribbon Club, Environment Club , Green Audit Committee, Swacchta Action Plan of the college undertake such activities for the all round development of the students.
  - Activities of the NSS units help to inculcate in the students a sense of selfless service and motivate them to devote themselves to work for the betterment of society. Over the years NSS units have adopted different villages viz - Mirakot(2016-2019), Khurmania(2020-2021) and at present take care of village Majhwind. Cleanliness Drives, Awareness rallies, counseling programs, tree plantation drives are organized in these villages after a discussion with the village sarpanch. This one to one interaction with the villagers helps the students to understand the problems of the villagers in an empathatic manner.
  - During the Covid pandemic, NSS volunteers belonging to remote border areas made masks at home and distributed them to their neighbors. They also sensitized them and explained them the seriousness of the disease.
  - Volunteers paticipated in Pulse Polio Campaign.
  - College got appreciation certificate for its commendable efforts to make campus clean and green by NISR 2022-23.
- The activities undertaken the Buddy programme ,a Government of Punjab Initative help the students to engage in constructive activities, channelising their energy in a positive way which helps them avoid all kinds of temptations like drugs, social evils,etc. Our's is the Nodal College for all colleges of Amritsar district. The college got appreciation for its quality initatives under Buddy Programme 2019-20.
- Special Covid vaccination camps organized in the college, in collaboration with the Civil Surgeon office, were highly beneficial for the students and the community.
- NCC Cadets are instilled with a sense of patriotisim & sacrifice for the society through the activiies.
- The Red Cross unit & IQAC cell of the college organizes special awareness lectures and check up camps in collaboration with district authorities for students and the community.
- The Red Ribbon Club and Environment Club of the college also organize rallies to spread awareness regarding the conservation of our planet Earth.
- Also the college faculties have also taken the following initiatives for conducting activities in order to conduct social awareness amongst the masses:

In order to instill in students and fraternity a sense of participation and selfless service various initiatives of the governments under the tagline of azadi ka maha utsav, fit india program, etc.

- 04 faculty members got certificate of appreciation from Govt. of Punjab for acting as Telecounsellors during COVID 19 period.
- Students avail the facility of counseling sessions organized by Psychology Department.
- B.Sc. Med with CND organizes workshops in Nutrition Education in school hospitals and medical colleges.
- Needy students benefit from financial aid provided from the student Aid fund, which comprises of Red cross, each one educate one, alumni fund, student aid fund and punjab government college

retired teachers welfare association fund.
- Students benefit from departmental Book Banks

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

3.4.2

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

Response:

- The college got an appreciation from Mahatma Gandhi National Council and Rural Education, Department of higher education Ministry of Education Govt. of India.
- The college, in 2019 got recognition for its outstanding work done under the Buddy Programme.
- The college received letters of appreciation from Nehru Yuva Kendra for collaborating with them in the smooth completion of many activities.
- Dr. Prarthana Swani, Ms. Mansi Singh, Dr. Vandana Bajaj, Ms. Manjit Kaur and Dr. Preeti got appreciation from the Government of Punjab for providing their services as Telecounsellors during Covid-19.
- Principal Prof Dr Daljit Kaur received
    - an appreciation award from DC Amritsar for the commendable efforts undertaken for successful completion of G-20 Summit.
    - R.K. Mishra, Under secretary NDMA, on behalf of SDMA Punjab, presented an Appreciation Letter to Prof. Dr Daljit Kaur for being an inspiring and versatile person.
    - an appreciation letter from Department of Languages(Bhasha Vibhag) Punjab in 2022 & 2023
    - Global Women Achievers Award .
    - an appreciation letter from Nehru Yuva Kendra Amritsarin 2022 & 2023
    - The Punjab's Woman Leaders Award from World Women Leadership Congress and Awards.
    - Appreciation from Rotary Club Amritsar .
    - A Calligraphy Artist presented the Principal with a Memento
- Ms. Manjeet Kaur Minhas received an appreciation award from District Administration Amritsar for participating in the G-20 Summit.
- Ms Harkamal Chugh received Global Women Achievers Award.
- 06 members of the faculty got appreciation certificates from the Nehru Yuva Kendra Amritsar.
- Ms Minna Bagga received
    - an Award of Honour From Shanti Devi Arya Mahila College Dinanagar for Being a Resource Person.
    - certificate of appreciation for
        - as a Resource Person from Govt. Ranbir College Sangrur(Punjab).
        - becoming the Chairperson in One Day CME Medical Nutrition Therapy in Lifestyle Disorders, held by Sri Guru Ram Das University of Medical Sciences

Amritsar in collaboration with Indian Dietetics Association Punjab Chapter.
- being Resource person at the District level Neighbourhood Youth Parliament held by the Nehru Yuva Kendra Amritsar
- participating in the C-20 National Conference under G-20.
- An Appreciation Letter from Fortis Escorts for organizing an Exhibition.

- Dr. Harpreet Kaur Sethi received the Innovative Professor of the Year Award 2022, Rockstar Teacher Award 2020.
- Ms Isha Soni got a certificate of Appreciation from All India Forum For English Students, Scholars and Trainers.
- **NSS volunteer**
  - Muskan Puri received an certificate from Youth Services Punjab for attending Youth Leadership Training Camp. She interacted with the CM of Punjab at the DC office Amritsar during the launch of Online Admission Portal.
  - Navpreet Kaur got an appreciation from the Ministry of Youth affairs and sports for participating in 23rd National Youth Festival. She also got a certificate from Youth Services Punjab for attending a 10 day youth leadership camp.
  - Tanvi Sharma won the Declamation Contest at the State Level and got a chance to visit **Parliament House** in 2019.
  - Samridhi Tandon got two appreciation awards from Nehru Yuva Kendra

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

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 205

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

2022-23	2021-22	2020-21	2019-20	2018-19
66	45	20	42	32

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[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: 14

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	[View Document](#)
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- **teaching – learning, viz., classrooms, laboratories, computing equipment etc**
- **ICT – enabled facilities such as smart class, LMS etc.**

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

Saroop Rani Government College for Women was established in 1932. Being a Government institution, all of our policies regarding infrastructure and other physical facilities for teaching and learning are entirely based on the availability of grants. These grants are utilized in an efficient and effective manner keeping in mind the needs of the students and the projected growth of the institution. New courses are also inculcated in the curriculum as per the availability of learning resources. Every Department is equipped with the necessary resources required for teaching and learning.

Area

The campus area of our College is 14.62 acres and the built up area is 20719.90 sq meter.

Physical Facilities

- College has 23 classrooms, 3 Lecture Theaters, 14 Smart classrooms and 25 Laboratories as per year 2022-23.
- 3 Chemistry Labs, 2 Physics Labs, Botany Labs, Zoology Labs and Geography Labs, 5 Home Science labs, 1 Psychology, Clinical Nutrition & Dietetics and 6 High Tech Computer labs.
- Auditorium with 500+ seating capacity
- Multimedia Room equipped with WiFi facilities & Projectors
- Botany and Zoology Museum
- New Academic Block with 9 rooms under the RUSA grant has been completed in the current session.
- A Staff room with a capacity of 100
- Departmental Rooms
- Canteen
- Dispensary
- IQAC room
- 2 Generators
- 5 RO Water filters
- Parking facilities
- Bookshop
- Photostat shop

- Ramp & Wheel chair facilities for Physically Challenged Students
- A centralized computerized Amrita Pritam Library with 56775 books, 9 Newspapers, 24 Magazines & 12 Journals.
- Subscription to INFLIBNET'S N-List program that provides access to 6000+ e-Journals, 1,99,500 e-Books and 99,859,537 e-Books under NDL.
- Newly renovated college hostel with 66 rooms for both students & female faculty with Wi-Fi facility.

ICT Facilities

Campus is equipped with a Wi-Fi facility of 30 mbps.

- Functional Hindi Department with LCD facility
- Virtual Classroom
- 14 Smart Classrooms
- Well equipped English Language Lab
- Other ICT facilities like Visualizers, Computers, MFD Printers, Zerox Machine, LAN Network.

Green Infrastructural Assets

- Botanical Garden
- Herbal Garden
- Nursery
- Leaf Compost Unit

Sports Infrastructure

- Well maintained sports infrastructure with Sprawling Playgrounds
- Basketball court
- Volleyball court
- Outdoor & Indoor Gymnasium
- Yoga Centre
- Boxing Hall
- Store for Sports Equipments
- Player's changing rooms with neat and clean washrooms

Cultural & Co-Curricular Activities

- Students have access to student center and common room areas for recreational activities
- To give boost to the co-curricular activities students have access to Auditorium, Multimedia for theater and literary items
- Youth Club Room, NSS & NCC Rooms,
- Dance, Fine Arts, Home Science and Music Departments are ideal for performing arts activities.

Annual Stock Checking

- Intra Department Stock Checking is held every year in the month of March.
- The college has a Centralized Stock Register for the Furniture and a separate Centralised Stock

Register fir IT.

Surveillance & Security

The entire Campus is under CCTV surveillance

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

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 78.85

4.1.2.1 **Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
51.77144	71.06093	28.86822	1.69748	57.87327

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	[View Document](#)

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

Library is the **heart of the institution** and plays an indispensable role in enhancing the teaching learning process and in achieving the institute's objectives. The college Library was renamed as **Amrita Pritam Library** after an internationally renowned Punjabi writer in the year 2022.

Library as a Learning Resource - Amrita Pritam Library is well equipped with 56775 Books, 9 Newspapers of 3 languages, 24 Magazines and 12 lifetime subscribed research journals. It also receives approximately 10 Journals from various government sponsored organizations free of cost. New books, Magazines & Journals are purchased regularly by the library on the recommendation of subject experts to enrich and update its collection. Rs. 102960 has been spent for this purpose in the year 2022-23.

The library is broadly divided into 8 sections i.e. **(1) Textbook Section (2) Subject Book Section (Social Sciences, Sciences, Performing Arts) (3) Language Section (Punjabi, Hindi, Sanskrit, English) (4) Reference Books & Competitive Exams (5) Periodical Section (6) Book Bank (7) IT Zone & (8) Audio Visual Section.** A separate Section to celebrate its name i.e. **'Amrita Corner'(Amrita Sansaar)** is also maintained where all the collection of Amrita Pritam is displayed along with her photograph.

E-Learning Resources - The library subscribes to INFLIBNET's N-List program which gives the institute an access to 6000+ e-Journals, 1,99,500 e-Books and 99,859,537 e-Books under NDL. The college gives access to all the e-resources and internet facilities free of cost to all the students and staff members.

Library is partially automated with 'ORBIT Library Management System' software which provides access to OPAC (Online Public Access Catalog). OPAC is searchable through Author, title, Accession No. Subject, Publisher etc.

Facilities - Downloading and copier facility is also available in the Library with a full access to Wi-Fi and a separate Audio-Visual section with LED facility. It has four reading halls for students and one separate reading hall for teaching faculty. The total area of the library is 575.54 sq.mt. with a seating capacity of 120 approximately. College Library is fully under CCTV Surveillance.

Library Advisory Committee - A library advisory committee with Principal as chairman, Librarian as convener, 4 senior faculty members and 2 student representatives also exists to advise the librarian on library matters. Library is headed by a well qualified doctorate degree holder Librarian, support staff of 2 attendants and one sweeper are also there for its proper functioning.

Best Practices

- College library has a rich collection of old Gazettes since 1943.
- Librarian holds orientation programs for new students at the commencement of each academic session and acquaints them with library rules and resources.
- Library Pass Books for staff are also issued to streamline the circulation process.
- User feedback is collected through suggestion box and personal interactions with students by the librarian herself.
- Old syllabus and question papers are kept as a record.
- Student and staff visit registers are maintained.
- Library I-cards for students are also issued to streamline the circulation process and for easy access to the library.

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

4.3 IT Infrastructure

4.3.1

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

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

The college is firmly committed to providing high-quality education in the field of information technology, with a specific focus on ensuring exceptional IT facilities including **network infrastructure, internet access, and Wi-Fi connectivity.** Our institution consistently prioritizes the implementation of regular updates and upgrades to maintain state-of-the-art technological resources throughout the campus, thereby fostering an optimal learning environment for our students.

The college endeavors to enhance its information technology infrastructure and facilities in order to optimize performance and facilitate a seamless teaching and learning experience. The students and faculty members have access to a dedicated help desk system to report any IT or Internet-related issues they encounter which are resolved within a reasonable time frame. **The college boasts 28 departments and 14 offices, the majority of which are equipped with up-to-date computer and internet facilities.** In addition, the college has established a virtual classroom within its campus to enhance student engagement and participation. This virtual classroom not only offers a multitude of opportunities to enrich the learning experience but also incorporates various artificial intelligence tools that aid in the process.

Furthermore, the college has recruited a proficient and knowledgeable technical workforce which remains vigilant in evaluating and upgrading hardware and software as needed to ensure compatibility, performance and reliability. The IT department has been diligent in regularly updating and maintaining peripherals such as scanners, printers and other devices used by faculty and staff.

The Institution provides access to a total of **119 computers** for student use, with a majority of them being connected to the internet. It has **06 computer labs,** 04 of which are equipped with internet connectivity, ensuring the availability of essential resources for academic activities.

The college has recently enhanced its technological infrastructure to enrich the learning environment by equipping **14 smart classrooms** and **seminar halls** with new projectors and computers. These rooms are furnished with **Wi-Fi connectivity, interactive whiteboards, projectors, and audio systems, augmenting** the learning experience. To further support audio-visual needs, the college has installed 2 new LED displays in 02 locations in addition to 2 existing LCDs, providing audio-visual support for

various purposes.

The college campus features advanced networking infrastructure, including a lease line network, to provide internet and software connectivity in departments such as Science, Social Sciences, Fine Arts, Performing Arts, Commerce, IT labs, Placement cell, and administrative offices. The college has recently increased its **lease line speed to 30 mbps**, specifically to cater to the demands of online research, e-learning platforms, and administrative systems. To ensure widespread and dependable coverage, the college has strategically installed multiple Wi-Fi access points throughout the campus. This strategic placement guarantees reliable and fast connections for students, administrative staff, and faculty members, enabling them to access the network consistently and efficiently.

Furthermore, selected departments, offices, and libraries have incorporated cutting-edge technologies into their computer systems. Additionally, **16 laptops** have been provided to the faculty, enabling them to engage in tasks such as creating PowerPoint presentations, conducting research involving data analysis, academic writing, and programming.

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

4.3.2

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

Response: 24.14

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

Response: 119

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	[View Document](#)
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1

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

Response: 21.93

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)**

2022-23	2021-22	2020-21	2019-20	2018-19
21.88130300	3.46799	10.50710	4.17073	18.71858

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	[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 institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 34.02

5.1.1.1 **Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
1705	886	672	663	678

File Description	Document
Year-wise list of beneficiary students in each scheme duly signed by the competent authority.	[View Document](#)
Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).	[View Document](#)
Upload policy document of the HEI for award of scholarship and freeships.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

> *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
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	[View Document](#)
Report with photographs on ICT/computing skills enhancement programs	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[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: 71.92

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**

2022-23	2021-22	2020-21	2019-20	2018-19
2873	2386	1334	1464	1678

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

5.1.4

The institution adopts the following for 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
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	[View Document](#)
Proof related to Mechanisms for submission of online/offline students' grievances	[View Document](#)
Proof for Implementation of guidelines of statutory/regulatory bodies	[View Document](#)
Details of statutory/regulatory Committees (to be notified in institutional website also)	[View Document](#)
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	[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: 31.63

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

2022-23	2021-22	2020-21	2019-20	2018-19
210	275	310	265	225

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

2022-23	2021-22	2020-21	2019-20	2018-19
799	759	821	884	800

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	[View Document](#)
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 10.19

5.2.2.1 **Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)**

2022-23	2021-22	2020-21	2019-20	2018-19
60	72	47	23	81

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	[View Document](#)
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: 269

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*

2022-23	2021-22	2020-21	2019-20	2018-19
78	58	13	63	57

File Description	Document
Upload supporting document	[View Document](#)
list and links to e-copies of award letters and certificates	[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: 63

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

2022-23	2021-22	2020-21	2019-20	2018-19
69	60	56	65	65

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 Saroop Rani Government College for Women (AASRGCW) contributes significantly to the development of the institution through financial and/or other support services. The association has always been actively contributing to various **student related activities- academic and financial**. The administrative body of the association comprises of the **president i.e. the senior most alumnus from the college faculty**, **the secretary and the treasurer.** The institute is proud to have around 20 alumnae on the rolls of college teaching faculty, who are its active members. This association is proactive throughout the year and meet regularly to evolve policies regarding the working of the association.

Webpage- The College has a special webpage wherein all the alumnae of this institution can register themselves.

Alumni Contributions:

- **Student Aid by Alumni Association-** The Association feels very strongly for the students from the socio- economically challenged strata of society and focuses on extending monetary help to them in terms of fee, books, uniforms, etc. In this respect, the association holds a meeting at the beginning of every session and important decisions regarding the proposed action plan are taken to put the resources generated by the association to optimum use. During the last four sessions the association has endeavoured to provide financial aid to 40 students.
- **Talks by Alumni -** To inspire the fore-going students of different courses studying in the college, many well placed alumni were invited as guest speakers and resource persons who enriched the students with their expertise.

Sr. No.	Session	Guest Alumni Speaker Invited
1	2018-19	Ms. Saloney Sharma
2	2019-20	Ms. Saloney Sharma
3	2019-20	Prof. (Dr.) Puja Ohri
4	2021-22	Ms. Swaraj Grover
5	2021-22	Ms. Simran Tandon
6	2021-22	Ms. Manpreet Kaur
7	2022-23	Ms. Jeevan jyot Kaur
8	2022-23	Ms. Dhanishta Pahuja
9	2022-23	Ms. Amandeep Kaur, ADC Urban Development, Amritsar

Alumni Meets:

The **Old Students' Day** is celebrated annually on the convocation rehearsal day. Old students are registered as **"Life time members"** of the association for nominal fees of rupees100. A variety programme is organized for them and they are apprised of the progress made by the institution. The distinguished alumni from our college who have excelled in various walks of life are invited to inspire the young students of the college. Taking immense pride in their achievements, the association honors them with the **Woman of Substance Award**. They are also encouraged to make valuable contribution to the association by interacting with the students and the new pass outs.

A special alumni meet- **Jashn-E-Milan** was organized in March 2022 for the alumnae working in

different schools of the city. Our alumna **Ms. Arbinder Kaur, Principal, Govt. Girls Senior Secondary School**, Goal Bagh, Amritsar was the **Chief Guest.**

Sr. No.	Alumni Meet	Number of Alumna participated
1	January 24, 2020	Approx. 580
2	March 12, 2022	Approx. 200
3	April 12, 2023	Approx. 480
4	April 15, 2023	Approx. 550
5	April 19, 2023	Approx. 450

File Description	Document
Upload Additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

Vision: To become the preferred choice for young women aspiring for higher education- education that enlightens, empowers, and shapes their future.

Mission:

- To impart quality education with focus on moral and ethical orientation.
- To cater to the educational needs of both rural and socio-economically challenged strata of the society.
- To foster global competence through skill-based vocational training.
- To promote the use of information technology and computer applications.
- To empower our young learners to gain financial independence.
- To encourage holistic development in students through a comprehensive approach.

. The institution's governance and leadership are designed to ensure alignment with the vision and mission of the college. Active preparation for NEP, sustained growth, and a decentralized and participative governance structure aim at achieving excellence and fostering holistic development of our students.

NEP 2020: Being a state-run government college, the rules and guidelines laid by the office of DHE, Government of Punjab, and Affiliating University, Guru Nanak Dev University are followed in letter and spirit. Implementation of NEP2020 is within the purview of state authorities. The institution has taken the following steps as part of NEP preparedness:

- All students since the 2020-21 are registered on the ABC portal and are encouraged to use Digilocker.
- In 2022-23, our teaching faculty completed NEP Faculty Development Programs offered by IGNOU.
- A special discourse was held on "Changing Course, Transforming Education" as part of the National Education Day celebration in November 2022.
- On March 1, 2023 a discourse on *NEP2020 mein Hindi Bhasha ka Mahatav* was organised.
- Our curriculum includes vocational courses, courses in Hindi and Punjabi, and the Affiliating University provides students the option to take exams in their preferred language-- English/Punjabi/Hindi.
- Various departments have conducted skill-based workshops and exhibitions over the years.

Sustained Institutional Growth: The institution has experienced a growth in various aspects such as infrastructure development, increased enrolment post-Covid-19, expanded extension services, enhanced student participation in academic and extracurricular activities, establishment of an innovative ecosystem, and implementation of quality initiatives.

Decentralization and Participative Governance in Institutional Perspective Plan (IPP): Our college follows a democratic and participative governance structure:

- The Principal serves as the academic and administrative head, working closely with the College Council (comprising five senior faculty members) and the IQAC coordinator to formulate the Institutional Perspective Plan. The Plan is the five years roadmap towards sustained growth that leads the institution towards its journey of growth and development
- Faculty members, both teaching and non-teaching, contribute their insights in person and during respective meetings with the college's administrative body.
- Various functional committees and bodies play crucial roles in participative governance.
- The Student body, **Chhatra Sabha**, actively shares its input during meetings with the assigned Teacher Incharges. Students can also voice their views during tutorial meets.
- A Grievance Box is installed outside the common room for the students to drop their suggestions or grievances on the basis of anonymity.

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

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

The efficiency and effectiveness in the deployment of Institutional Perspective Plan is evident in the policies, administrative structure, appointments, service rules and procedures. A breakdown of how these aspects contribute to our effective functioning is as follows:

Role of the Principal

- The Principal plays a crucial role in the administrative hierarchy. Policies and guidelines received from the Department of Higher Education, Punjab, or the Affiliating University are diligently and progressively implemented through the Principal's office.

Administrative Body:

- In the administrative setup, the College Council and the IQAC assist the Principal in planning, executing and monitoring institutional policies and plans. In extraordinary circumstances, the Principal seeks guidance from the Department of Higher Education, Government of Punjab.
- The Bursar, the Staff Secretary, the Registrar (Examination), the PTA incharge, the HEIS incharge, the department heads, and the ministerial staff work collectively to enhance the institution's growth and reputation.
- The effectiveness of our administrative structure ensures that information is shared transparently and efficiently.

Academic Body:

- The Academic body, i.e., the Principal, the College Council, the IQAC coordinator, and the Registrar, implements effective teaching-learning strategies. These include managing admissions, creating timetables, establishing academic calendars, unitizing syllabi, conducting house tests, class tests, assignments, and overseeing the systematic administration of university examinations.

Policies

As a state-run government college, our major policies are formulated by the state authorities through the Department of Higher Education, Government of Punjab, and by our affiliating university, Guru Nanak Dev University, Amritsar.

Appointment and Service Rules:

- **Regular Appointments**
  - Regular appointments of teaching staff are conducted through the Punjab Public Service Commission (PPSC).
  - Non-teaching staff appointments are handled by the Subordinate Services Board (SSB).
  - Compassionate appointments are made by the Department of Higher Education, Government of Punjab.
- **Temporary Appointments**
  - Teaching departments submit subject-wise workload based on student enrolment to the Time Table incharge. The requirement for temporary staff is analysed by the Time Table incharge based on this workload. If the need is found justified, the college authorities seek permission for the recruitment of temporary staff from the office of DHE.
  - Vacant positions, both teaching and non-teaching, for temporary engagement are advertised in prominent Punjabi and national English newspapers, followed by interviews.
  - The PTA body adheres to the rules set by the DHE and follows the UGC recommendations for appointing faculty under sanctioned posts.
  - The HEIS body follows the same rule for filling positions in self-financed courses.
  - Temporary support staff can be hired through the District Bureau of Employment and Enterprise (DBEE).

Service Rules

- Punjab Civil Services rules are applicable on regular faculty.

Role of IQAC in Deployment of Strategic Plans:

- IQAC plays a pivotal role in monitoring and periodically reviewing the implementation of strategic plans. It independently benchmarks quality standards and monitors, evaluates, and implements quality measures.
- IQAC presents its findings and opinions to the Principal after a thorough analysis of outcomes. The Principal analyzes the corrective measures, resource allocation, and discusses these with the relevant stakeholders. This approach helps in maintaining high standards of quality and in continuously improving the institution's performance.

File Description	Document
Upload Additional information	[View Document](#)
Institutional perspective Plan and deployment documents on the website	[View Document](#)

6.2.2

Institution implements e-governance in its operations

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

Response: A. All of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	[View Document](#)
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	[View Document](#)
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	[View Document](#)

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

Body	Welfare Measures	Beneficiaries
UGC	Study leave under career advancement programmes for pursuing higher education	Teaching Staff
	Provision of duty leave for attending GOC/ Induction programme/ Refreshers/ FDP/ Workshop	
Govt. of Punjab	Commuted Medical leave (Full pay), Half pay leave, Earned Leave, Maternity Leave, Paternity Leave, Child Care Leave, Quarantine Leave etc.	Teaching Staff and Non- Teaching Staff
	An insurance policy of Life insurance named Group Insurance scheme.	
	GPF, Gratuity, leave encashment at the time of superannuation	
	LTC, mobile allowance, conveyance allowance etc.	
	Advance against Provident Fund/NPS	
	Medical reimbursement	
DHE, Govt. of Punjab	Provision of on duty for attending training as notified by DHE/Affiliating University/ District Administration.	
	Employment on compassionate grounds	Non-Teaching Staff
Affiliating University	Holiday home facility at Dalhousie on the recommendation of the Principal	Teaching Staff
Institution	Dispensary and tie up with Dr. Guljit Kaur in case of any emergency	Entire College
	Gym/Fitness Center	Teaching Staff, Non teaching staff and students
	Staff room with modern amenities with a provision of a caretaker	Teaching Staff
	Well equipped Administrative section with amenities	Non-Teaching Staff

The Performance Appraisal Report /Annual Confidential Reports

- The Annual Confidential Report is duly filled once a year by the regular teaching faculty members with the record of their academic, administrative, professional and co-curricular achievements .It is then assessed and graded by the Head of the institution as per the guidelines issued by the DHE.
- ACR's are forwarded to the office of the DHE for the CAS.

CAS for Promotion

- The member of the teaching faculty eligible for promotion or clearing the probation presents his/her case in front of the Principal and the IQAC.
- The IQAC scrutinizes the claim as per the UGC regulations and forwards it to the Principal.
- The promotion cases of teaching faculty under CAS along with the annual performance appraisal reports and special report by the Principal are sent to the DHE, Govt. of Punjab for the perusal.

Performance Assessment of Non-Teaching Staff

- The ACR of ministerial staff is assessed by Superintendent.
- The ACR duly filled by the non-teaching member laboratory staff is assessed by the senior member of the teaching department on the parameters of professional behavior, commitment to duty, etc., where they are deputed.
- The ACR is then submitted to the office superintendent who, after thorough scrutiny, presents it to the Head of the institution for gradation.

For Promotion

- Cases of promotion duly recommended and signed by the Head of the institution are sent to the concerned Directorate

File Description	Document
Upload 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: 0

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**

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	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), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 22.72

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

2022-23	2021-22	2020-21	2019-20	2018-19
60	18	28	7	4

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of the certificates of the program attended by teachers.	[View Document](#)
Annual reports highlighting the programmes undertaken by the teachers	[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:

The college is a government institution and gets financial support from the Government of Punjab for covered Teaching and Non-Teaching posts. The college also has self finance courses in its curriculum. The fees obtained from these courses help the institution to meet the expenditure, i.e., salaries of the teaching staff teaching those courses. The HEIS body looks after the budget and expenditure of those courses.

- The college receives funds from RUSA, HE24, UGC funds, and MPLAD grants, etc.
- Philanthropists and Alumni donate for the education of economically weak but meritorious students.
- The college offers
  - its infrastructure to various agencies for conducting exams, events or workshops.
  - outsourcing of the Canteen, the Photostat shop and the Book shop.

Budget :

- **At State Level**
  - Annual budget is prepared well in advance as per the needs of the salaries, arrears of salaries, electricity and water supply, office expenses, etc. This budget is submitted to the DHE, Govt. of Punjab, in two parts-- first is the **Proposed Budget** in which annual estimates are made under the different heads. After seven months the **Revised Budget** is prepared in which the deficit is communicated and the revised demand is presented.
- **At College Level**
  - The college has a well-established mechanism to monitor its financial resources. The college budget is utilized for administrative and academic activities.
- **Budget of PTA and HEIS**
  - PTA and HEIS bodies prepare the budget allocation of respective funds for different purposes resolved in general body meeting under the guidance of the Head of the Institution.

Role of the Bursar

- The college has appointed a member of the teaching staff as the Bursar to regulate the expenditure and checking of the bills and the necessary documents that are attached with the bills. The Bursar carefully checks the salaries paid and the expenditure made from these funds.
- After presenting the demand and receiving the permission from the Principal, a sanction form is duly filled by the staff member for any needful expenditure stating the purpose and estimated cost based on the market survey. The sanction of expenditure from the funds is scrutinized and proposed by the Bursar and later approved by the Principal for further action.
- Records are duly maintained by the concerned ministerial staff with invoice for further compliance.

Institution conducts Audits regularly

- **Internal**
  - The administrative office, under the guidance of the Superintendent/senior ministerial staff member and Bursar, is entrusted with the responsibility and accountability of maintaining records as per the duties assigned to them.
  - Annual Inter-departmental Stock checking is carried out in the month of March.

- **External**
  - The audit of government grants and funds is conducted by CAG of the State government.
  - The audit of PTA, HEIS and RUSA funds of the college is administered by the Chartered Accountant.
  - Physical inspection of the works under RUSA grant is done by the external team deputed by the DHE, Govt. of Punjab.

File Description	Document
Upload 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:

During the last five years IQAC has been instrumental in institutionalizing the Quality Assurance(QA) and Quality Enhancement(QE) strategies and processes.

Teaching -Learning Process

- IQAC has special focus on teaching learning process:
  - The institution has well-equipped ICT enabled class rooms and a Language Lab.
  - New courses and add-on courses of JGNPSOU have been introduced successfully.
  - Dexterous Academic planning, involving preparation of Academic Calendar is carried out.
  - During Covid-19, the teaching faculty taught through online mode and ensured the attendance of the students. Successful online university examinations were held during the period.
  - Programme Outcome and Course Outcome awareness is imparted to the young learners.
  - Student Satisfaction Survey is undertaken.
  - Feedback is collected from the stakeholders.
  - The library of the college has comprehensive collection of books and e- learning resources.
  - Periodical IQAC meetings are held to review the progress.

The Registrar and IQAC collectively plan the teaching learning ways that should be deployed for the benefit of students. Extension talks as well as expert guest discourses are the part of academic calendar. All the departments of the college make an effort to organize activities that are academically beneficial for the students. The teaching methodology is student-centric involving participative, experiential and problem solving methodologies.

Quality Initiatives by IQAC (2018-2023)

- **Buddy programme**, initiated by the DHE, Govt. of Punjab, the programme was executed in the college with the aim to spread awareness among the youth regarding the hazards of drug addiction. The college unit put in their extra efforts in making the programme successful. The Institution became the Nodal college of district Amritsar with its efforts to reach out to the society with the purpose to make Punjab a progressive state.
- **Webinar,** on Preparation of SSR & Role of Documentary Evidence in NAAC Accreditation was organized by IQAC Cell of the college, September 13, 2021.
- **Imandari Di Pathshala** (School for Honesty) - The IQAC of the college has promoted this practice and contributes to it by keeping stationery on the table, the stakeholders are asked to voluntarily put the money in the box for the things they take. No supervision is there the whole practice is on morality and ethics. The Students of department of Commerce and Management monitor the functioning of the scheme. In this way it is one of the institution's best practices in which the students learn managerial skills along with the ethics.
- **Eye Check up camp** - IQAC organised an eye check up camp on World Sight Day in collaboration with civil hospital, Ajnala. Around 200 people got their eyes checked which included students and members of teaching and non-teaching staff.
- As a part of quality initiative, the college in collaboration with **Mahatma Gandhi National Council of Rural Education, DHE, Ministry of Education,** Govt of India participated in **National Institutional Sustainability Ranking 2022-23** on 5 given parameters. The institution received certificate of accreditation for the academic year 2022-23 in phase I of the National Rural Institutions Sustainability Grading (NRISG).

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

6.5.2

Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
2. **Academic and Administrative Audit (AAA) and follow-up action taken**
3. **Collaborative quality initiatives with other institution(s)**
4. **Participation in NIRF and other recognized rankings**
5. **Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: A. Any 4 or more of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	[View Document](#)
NIRF report, AAA report and details on follow up actions	[View Document](#)
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	[View Document](#)
Link to Minute of IQAC meetings, hosted on HEI website	[View Document](#)	

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

Our college is recognized as a leading institution dedicated to advancing the cause of women's empowerment. To foster a deeper understanding of gender equality and sensitivity among students, various departments (English, Hindi, Home Science, and Punjabi) have incorporated a range of related concepts into their curriculum. In addition to the college's academic program, several committees and groups regularly educate students on various issues, including the declining sex ratio in Punjab, menstrual hygiene, female foeticide, crimes against women, workplace sexual harassment, financial independence, and self-defense techniques through extracurricular activities. These activities serve as a platform for gaining knowledge and for cultivating a strong sense of social responsibility.

Here are descriptions of some of the key committees and groups:

1. **Women Empowerment Cell** raises awareness about gender-related issues such as the declining sex ratio, female foeticide, and financial independence.
2. **Legal Literacy Cell** educates students about the legal rights particularly focusing on harassment at workplace.
3. **Anti-Ragging Cell** ensures a safe and inclusive campus environment by implementing anti-ragging measures, policies and promotes respectful interactions among students.
4. **Anti-Sexual Harassment Cell** aims to raise awareness by conducting campaigns and workshops about sexual harassment issues, offering resources and support for victims.
5. **Grievance Redressal Cell** addresses concerns and complaints related to gender issues and ensure a fair and effective grievance resolution process while promoting transparency and accountability.
6. **Guidance and Counseling Cell** provides counseling and guidance on personal and academic matters; help students to develop skills and resilience needed to overcome obstacles.

Safety and Security- To Ensure the safety and security of our students on campus we employ several measures:

- **Surveillance Cameras** to monitor activities and ensure a safe environment from strategic points.
- Wearing college identification badges is mandatory for all students during college hours facilitating easy identification of individuals.
- Trained security personnel are stationed at the college gate around the clock to provide a secure entrance and exit.
- **Entry and Exit Registers** maintain the detailed entries for entry and exit to keep track of individuals visiting the campus.

- **Girls' Hostel Security:**CCTV cameras are installed to enhance the security of our hostlers. A comprehensive record of entries and exits, along with a visitor's diary, is meticulously maintained within the hostel premises.

Facilities

- **Medical dispensary** provides necessary medical assistance to students.
- Laboratories for various academic disciplines ensure access to hands-on learning experiences.
- **Our Biology museum**
- A **facilitation center** to facilitate students in availing scholarships under different schemes.
- Student Canteen
- Common Room
- Library
- Bookshop
- Photostat Services
- Hostlers are facilitated with:
    - R**eading room** facilitates in their study and academic activities.
    - **Common room** to relax and socialize.
    - F**ood mess** caters to the dietary needs, ensuring nutritious and hygienic meals.
    - **Dispensary** for any medical emergencies.

We are committed to creating a **safe and conducive learning environment for all our students while providing the necessary amenities for their holistic development.**

File Description	Document
Upload 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
Policy document on the green campus/plastic free campus.	[View Document](#)
Circulars and report of activities for the implementation of the initiatives 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
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	View Document
Policy document on environment and energy usage Certificate from the auditing agency	View Document
Certificates of the awards received from recognized agency (if any).	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 and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

The institution consistently hosts a variety of activities and events to create a harmonious environment among students, encouraging tolerance and understanding of diverse cultural, regional, communal, and socioeconomic backgrounds.

Cultural Harmony:

- To celebrate the cultural diversity, a Study Exchange Program focusing on Communication and Presentation Skills took place from April 14, 2021, to May 21, 2021. This program aimed to improve students'; communication skills while celebrating the rich diversity of cultures.
- Cultural meet was orgainzed with the paired state under EBSB.

Regional:

- The observance of Punjabi Maah on December 7, 2021, as part of the Ek Bharat Shrestha Bharat (EBSB) initiative provided students with an opportunity to immerse themselves in Punjab's

cultural heritage.

- Students and faculty participated in State level Punjabi Maah celebrations at GNDU, Amritsar.
- Online photography competetion was held showcasing traditional artifacts of Punjabi culture

Linguistic:

- From April 17, 2021 to May 21, 2021, a valuable Faculty Development Program (FDP) titled **Along The Journey of Academia: The Intersection of Language Methodology** was organized. This program allowed educators to explore the relationship between language and research methodology in academia.
- Students were taught Telugu , language of the paired sate under EBSB.

Communal Socioeconomic:

- Throughout the year, the college engaged in meaningful events that reflected its commitment to community engagement and social responsibility. These included the **Safai Abhiyaan** on October 28, 2022, to promote cleanliness awareness and the celebration of **Dr. B R Ambedkar's** 131st birth anniversary on April 14, 2022. NSS units and stakeholders carried out a cleaniliness drive along the college boundary wall.
- National Unity Day on October 30, 2021, featured a Plog Run rally symbolizing unity through collective action. Swacchta Pakhwada on October 19, 2021, involved a cleanliness drive reaffirming the college's dedication to a clean environment. During the COVID-19 pandemic, college volunteers organized vaccination camps, demonstrating commitment to public health and safety.
- To commemorate the 400th birth anniversary of Shri Guru Tegh Bahadur ji, various activities were conducted on April 24, 2021, followed by a college-level quiz competition on May 10, 2021, lectures on his legacy on May 21, 2021, and a National level Shabad rendition competition on June 16, 2021.

Constitutional Obligations:

- The college actively participates in civic and educational initiatives. Constitution Day is celebrated on November 26th, with activities such as pledges, recitation of the Preamble, and quiz competitions.
- International Day of Democracy on September 15th emphasizes democratic principles. National Voters Day on January 25th features voter initiative activities, including poetry recitations, declamations, poster-making contests, rallies, competitions, and online events.
- Students also had the opportunity to visit the Parliament House in Delhi on an educational tour on September 8-9, 2018. These activities underscore the institution's commitment to civic education and democratic values.

File Description	Document
Upload 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 : Each One Educate One

Goal and Context:

Saroop Rani Government College for Women, Amritsar, has a twofold mission. First, it aims to provide education to girls from economically disadvantaged backgrounds, offering them the opportunity for higher education and expanded career prospects through a job-oriented teaching approach. Second, it seeks to empower these girl students by implementing the "Each One Educate One" (EOEO) initiative, which was initiated on February 13, 2006, with the overarching goal of promoting "education for all."The context is rooted in the college's commitment to ensure that students who become a part of the institution do not abandon their studies due to financial constraints. To achieve this, the college provides support to economically disadvantaged students through the EOEO facility which is funded by various philanthropists.

Practice:

The EOEO initiative has brought a systematic, organized, and effective approach to assisting needy students. By implementing this practice, the college has achieved the distinction of being the first government college in Punjab to provide financial aid to deserving students. The Principal serves as the president of the EOEO and is responsible for overseeing and streamlining the operation of this beneficial practice.

The process involves interviewing applicants by members of EOEO, who then make decisions regarding financial assistance based on factors such as merit, economic conditions, and family circumstances of the students in question. The scholarship is granted only after the verification from the councilor of the area to which the student belongs is received. The information about the beneficiaries is communicated to the donors for their reference. However, the scholarships that are given to the students are limited in number because of limited resources.

Evidence of Success:

The EOEO scheme has been in operation since 2006, and contributions from staff members, alumni, philanthropists, and senior citizens have been continuous and unwavering, supporting this noble cause. Over the past five years, a total of 40 students have benefited from monetary assistance, receiving Rs. 5,000 each. In total, Rs. 2,00,000 has been extended to these deserving students, highlighting the initiative's significant impact and the college's commitment to the cause of education for all.

Best Practices II : Cafe Zodiac

Goal: The primary goal of the campus cafeteria is to provide valuable education to B.Sc. Clinical

Nutrition and Dietetics students, equipping them with the skills and knowledge needed to establish their own food-related businesses in the future. This initiative aims to impart essential organizational skills, including budget management, cost calculation for food items, procurement of food supplies from the market, and the development of effective time management abilities.

Context:

Café Zodiac operates on the campus, offering meals at subsidized rates. This setup provides students with the exposure and on-the-job training necessary to prepare hygienic and delicious food on a large scale. It also emphasizes financial management, recipe standardization, and the cultivation of organizational and teamwork skills.

Practice:

Despite facing various challenges, such as limited physical and financial resources, the cafeteria has successfully provided subsidized meals to both staff and students on campus. This accomplishment underscores the students' resilience and determination. The cafeteria serves as a valuable educational experience, adequately preparing students for future careers in the food industry. This holistic approach to learning equips students with essential skills that will benefit them in their professional journeys within the culinary field.

Evidence of Success:

1. **Diverse Menu**: Students have developed a diverse selection of dishes to offer in the cafeteria.
2. **Cost-Effective Operation:** The café operates on a "no profit no loss" basis, where the revenue from the prepared food covers the cost of preparation.
3. **Skill Development:** Students learn to standardize recipes, manage budgets, calculate the cost of each food item, purchase food products from the market, practice time management, and enhance their organizational skills.
4. **Teamwork:** The cafeteria experience fosters a sense of teamwork among students, an essential skill in the food industry.
5. Overall, the cafeteria initiative not only provides practical experience but also empowers students with the skills and knowledge needed to excel in the culinary field and potentially establish their own food-related businesses in the future.

File Description	Document
Best practices as hosted on the Institutional website	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:

Distinctive Features of Saroop Rani Government College for Women, Amritsar:

1. **Sustainable Practices:** The institution embraces sustainability by replacing traditional bouquets with green plants grown on campus, contributing to a greener environment.
2. **Rich Flora and Fauna:** The campus serves as an ecosystem with a diverse range of flora and fauna. The year-round blooming of plants offers picturesque views to visitors.
3. **Carbon Sequestration:** Annual plantation drives conducted by various clubs and societies contribute to the college becoming a significant carbon sink.
4. **Pollution-Free Campus:** The College's status as a no-vehicle zone ensures a pollution-free environment, enhancing the uniqueness of the institute.
5. **Community Engagement:** The Environment Club distributes saplings to increase green cover in the city and reduce carbon footprints. NSS and NCC volunteers plant trees in adopted villages and promote environmental health by discouraging stubble burning.
6. **Social Responsibility:** The college instils a sense of social responsibility in students through awareness programs organized by clubs within the college, encouraging civic duty and empathy.
7. **Preservation of Heritage:** Cultural and co-curricular activities celebrate the community's rich cultural tapestry, connecting the past with the present and fostering pride and belonging among students. An old preserved well with trinity of trees that holds cultural significance is of special importance. The area is developed as a heritage site depicting culture of Punjab.
8. **Cultural Celebrations:** The college celebrates various festivals, including Teej, Basant Panchami, and Lohri, to promote cultural heritage and traditions.
9. **Unique Diwali Celebration:** Students celebrate Diwali in a unique manner by showcasing their talents through exhibitions and sales of hand-made diyas, cards, handicrafts, and creating intricate rangoli patterns. The campus comes alive with festive decorations, including potted plants and handmade motifs.
10. **Student-Centered Learning:** The educational philosophy focuses on creating a conducive learning environment where teachers act as facilitators, empowering students to take ownership of their learning journey and nurturing critical thinking and problem-solving skills.
11. **Emphasis on Sports:** The institution promotes sports and physical fitness, offering state-of-the-art facilities such as a well maintained field track, a basketball court, and a gymnasium, etc., and recognizing the value of sports in instilling discipline, teamwork, and a competitive spirit in students.
12. **Cultivation of Critical Thinking**: Through guest lectures, seminars, and field visits, the college cultivates critical thinking among students, encouraging them to question assumptions and broaden their worldview.
13. **Equity in Higher Education:** The institution is dedicated to promoting equity in higher education by adhering to state government-mandated reservation policies, ensuring underprivileged sections have access to quality education.

These distinctive features collectively define the unique identity and mission of Saroop Rani Government College for Women, Amritsar, fostering holistic development and a commitment to social and environmental responsibility.

File Description	Document
Appropriate web in the Institutional website	[View Document](#)

5. CONCLUSION

Additional Information :

Saroop Rani Government College for Women, Amritsar, with a glorious ninety one year old tradition of quality education and women empowerment has been a beacon of excellence and eminence. This premier women institute is a befitting paradigm of sustainable development- the lush green campus and comprehensive infrastructure helps to shape the nested dreams and aspirations of numerous young girls. Institution demonstrated optimism and displayed continuum of education during Covid-19. The faculty of the college plays a pivotal role in the educational process. They have an indispensible role in mentoring and instilling the ethics and intellectual growth of the students. The backbone and the lifeline of any institution are the young learners and hence the student support facilities are vital. Clubs, committees, units of NCC, NSS and Red Cross enhance the overall development of the students. One of the unique features of the institution is the division of the entire college into tutorial groups. These groups provide guidance, support and give impetus to interaction of the students with their teachers who act as the mentors. The galaxy of studded alumni testifies the claim that the alma mater has been instrumental in shaping their destiny and has guided them to scale new heights. Since 2005, IQAC has been the catalyst in maintaining, improving and implementing quality enhancement standards in all the spheres.

Highlights

- Transparent and merit based admission policy.
- Special counseling and awareness sessions for school students from rural areas about the COs and POs.
- Focus on effective teaching through use of technology along with traditional methods.
- Promoting critical and cognitive thinking.
- Equity in learning, resources, accessibility, student support and opportunities.
- Educational trips and field visits for requisite exposure.
- Fostering global competency through student- centric activities.
- New construction and renovated infrastructure.
- Community and Social engagements.
- Green Initiatives for reducing carbon footprints.
- Awareness activities involving 3 R's.(Reduce-Recycle-Reuse)
- Practice and encourage e-waste awareness
- Agreement with Municipal Corporation for MSW management.
- Agreement for disposal of Bio -medical waste for sanitary napkins in pipeline.

Concluding Remarks :

The college under the aegis of Department of Higher Education, Government of Punjab and the affiliating university (Guru Nanak Dev University, Amritsar) has evolved continuously. The commitment towards academic excellence and maintaining high standards of education has been the pivotal aspect of institutional plans. The submission of SSR for the third cycle of NAAC Assessment and Accreditation is the quality document that encompasses institutional progress and sustenance. The vision and mission resonate in all the vibrant aspects of the institution; from planning of academic calendar, strategic and decision making, community engagement to the success of alumni. Bagging of the Overall Championship Trophy of Zonal Youth festival of Government and Constituent colleges stands a witness to the institution's variegated hues. Our

budding sportswomen are striving relentlessly to take the college to the pinnacles of glory. The student centric, skill oriented holistic education transforms the girls into confident and empowered women of tomorrow. The enduring commitment of excellence in the field of education will guide the march of the institution towards its century and beyond to make it a saga of progress, innovation and unyielding pursuits.