



## **YEARLY STATUS REPORT - 2021-2022**

### **Part A**

#### **Data of the Institution**

<b>1.Name of the Institution</b>		<b>Shanti Devi Arya Mahila College Dinanagar</b>
• Name of the Head of the institution	<b>Dr. Reena Talwar</b>	
• Designation	<b>Principal</b>	
• Does the institution function from its own campus?	<b>Yes</b>	
• Phone no./Alternate phone no.	<b>01875221382</b>	
• Mobile no	<b>9463171685</b>	
• Registered e-mail	<b>sdamcollegednn1968@gmail.com</b>	
• Alternate e-mail	<b>talwarreena77@gmail.com</b>	
• Address	<b>Near Bus Stand, GT Road Dinanagar</b>	
• City/Town	<b>Dinanagar</b>	
• State/UT	<b>Punjab</b>	
• Pin Code	<b>143531</b>	
<b>2.Institutional status</b>		
• Affiliated /Constituent	<b>Affiliated</b>	
• Type of Institution	<b>Women</b>	
• Location	<b>Rural</b>	

• Financial Status	Grants-in aid				
• Name of the Affiliating University	Guru Nanak Dev University, Amritsar				
• Name of the IQAC Coordinator	Mrs.Randeep Dhoot				
• Phone No.	01875220344				
• Alternate phone No.	01875221382				
• Mobile	9465071447				
• IQAC e-mail address	sdamcollegednn1968@gmail.com				
• Alternate Email address	talwarreena77@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	<a href="https://shantidevicollege.org/public/web_images/418/aqar_2020-21.pdf">https://shantidevicollege.org/public/web_images/418/aqar_2020-21.pdf</a>				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://shantidevicollege.org/campus/academic-calender-2021-22">https://shantidevicollege.org/campus/academic-calender-2021-22</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	80.15	2004	16/09/2004	15/09/2009
Cycle 2	A	3.02	2013	08/07/2013	07/07/2018
6.Date of Establishment of IQAC			01/07/2005		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
DPI (Colleges) Pb Chandigarh	95 Grant in aid	State Govt.	2021-22	76,54,387/-
Punjab State Council for Science and Technology, Chandigarh	NEAC	State Govt.	2021-22	24000/-
Punjab Bio Diversity Chandigarh	International Day for Biological Diversity	State Govt.	2021-22	9000/-
UGC New Delhi	B.Voc	Centre Govt.	2021-22	92,51,800/-
GNDU Amritsar	N.S.S	State Govt.	2021-22	1,12,500/-
Ministry of Human Resource Development	AISHE	Centre Govt.	2021-22	6000/-
Punjab State Council For Science and Technology, Chandigarh	National Mathematics Day-2021	State Govt.	2021-22	12000/-

<b>8. Whether composition of IQAC as per latest NAAC guidelines</b>	<b>Yes</b>		
<ul style="list-style-type: none"> <li>• Upload latest notification of formation of IQAC</li> </ul>	<a href="#">View File</a>		
<b>9.No. of IQAC meetings held during the year</b>	<b>4</b>		
<ul style="list-style-type: none"> <li>• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>		

<ul style="list-style-type: none"> <li>• If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded	
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No	
<ul style="list-style-type: none"> <li>• If yes, mention the amount</li> </ul>		
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
<ul style="list-style-type: none"> <li>• Assurance of Quality by Academic Administrative Audit of departments for thorough checking of activities and progress reports.</li> </ul>		
<ul style="list-style-type: none"> <li>• Conducted Student Satisfaction Survey, Teachers Feedback , Self Appraisal, Annual Alumni Meet.</li> </ul>		
<ul style="list-style-type: none"> <li>• Organizing the Skill Development Programmes, Placement Drives and Capacity Building Activities.</li> </ul>		
<ul style="list-style-type: none"> <li>• Encouragement for participation of teaching staff to attend various seminars, workshops / conferences, orientation courses.</li> </ul>		
<ul style="list-style-type: none"> <li>• Organization of Remedial Classes and Peer Teaching Learning Activities.</li> </ul>		
<b>12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>		

Plan of Action	Achievements/Outcomes
In the starting of the session IQAC planned to take feedback from all stakeholders (for example, students, Parents, Alumni, Teachers) and to arrange the meetings with teachers regarding filling the Students Satisfaction Survey (SSS) form and also to discuss teaching learning process with teachers.	IQAC collected online feedback from all stakeholders (for example students, Parents, Alumni, Teachers). Students submitted SSS forms through online mode.
To maintain students' progression report	For the outcome of this, IQAC deputed all HOD's to maintain data of student's progression.
To organize counseling of students, Workshops, Extension Lectures, Seminars/Webinars, Placement Drives and Skill Development Programmes	For its outcome, Workshops, Extension Lectures, Placement Drives, Career Counseling Drives, Tree Plantation, Blood Donation Camp and Entrepreneurship Awareness Programmes, Seminars/Webinars/Workshops were conducted by various departments for maintaining Quality Assurance.
To organize Covid Vaccination camps	Due to the Covid-19 and under the instructions of Government of India, Vaccination camps were organized on 7th August 2021, 13th August 2021 and 2nd December 2021 under Science, NSS, NCC and Red Cross Society and on 27th January, 2022 by NSS and Buddy group
To celebrate the National and International days.	For its outcome, different departments celebrated the important National and International days.
To organize Free Online Hobby classes	Online Free Hobby Classes were organized by Computer Science, Home Science, FD, Cosmetology, Fine Arts and Physical Education

	Departments. More than 500 students joined these classes from different villages of the surrounding areas of Dinanagar.				
To organize weekly Hawan	Sanskrit Department organized Hawan every week along with the students in the Yagyashala pertaining to the ritual of Arya Samaj.				
IQAC planned for plantation of more seasonal plants and beautification of the college.	Beautiful plants were bought to beautify the campus and surroundings.				
Cleanliness and availability of adequate drinking water.	College fulfilled the aim by providing adequate and purified drinking water.				
College to renew DELNET membership.	College renewed membership of DELNET for 2021-22 session. Now, the college can access E-resources (e-books and e-journals) for students as well as for teachers.				
To Make Mentor-Mentee Groups	For the outcomes, IQAC divided the students into groups and assigned teacher to each group as Mentor.				
To encourage students to participate in various competitions/extra-curricular activities	Students participated in various competitions organized at college level, inter-college and university levels. Students also participated in state level as well as national level competitions.				
<b>13. Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>				
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>					
<table border="1"> <thead> <tr> <th>Name</th><th>Date of meeting(s)</th></tr> </thead> <tbody> <tr> <td>Managing Committee</td><td>22/11/2022</td></tr> </tbody> </table>		Name	Date of meeting(s)	Managing Committee	22/11/2022
Name	Date of meeting(s)				
Managing Committee	22/11/2022				

**14. Whether institutional data submitted to AISHE**

Year	Date of Submission
2020-21	26/02/2022

**15. Multidisciplinary / interdisciplinary**

The NEP 2020 sets out to make higher education more utility based. Our college is preparing to include Multi/Inter disciplinary subjects as per the NEP 2020. The college offers Multi / Inter disciplinary, flexible, skill oriented courses under Guru Nanak Dev University, Amritsar (affiliated), which are following:

- Multi / Inter disciplinary Programme under GNDU, Amritsar in B.Sc. (Economics) (Humanities and Sciences with Maths & Computer Sci.)
- Multi / Inter disciplinary Programme under GNDU, Amritsar in B.Sc. (Comp. Sci.) (Computers and Sciences with Physics & Maths)
- Multi / Inter disciplinary Programme under GNDU, Amritsar in BA (Social Studies) recently Introduced.
- Innovative and Skill oriented Programme in Bachelor of Computer Application(BCA)
- Innovative and Skill oriented Programme in B.Sc(Information Technology)
- Innovative and Skill oriented Programme in Master of Computer Science (M.Sc(CS))
- Innovative and Skill oriented Programme in Master of Information Technology (M.Sc(IT))
- Innovative, Skill oriented and Flexible Programme under UGC in B.Voc (Software Development)
- Innovative, Skill oriented and Flexible Programme under UGC in B.Voc (Financial Marketing and Services)
- Innovative and Skill oriented Programme under GNDU, Amritsar in B.Sc (Fashion Designing)
- Innovative and Skill oriented Programme under GNDU, Amritsar in M.Sc(Fashion Designing)
- Innovative and Skill oriented Programme under GNDU, Amritsar in PG Diploma (Fashion Designing & Garment Construction)
- Innovative and Skill oriented Programme under GNDU, Amritsar in Post Graduate Diploma (Computer Applications)
- Innovative Programme and skill oriented Course under GNDU, Amritsar in Diploma in Cosmetology
- Innovative Programme and skill oriented Course under GNDU, Amritsar in Diploma in Stitching & Tailoring

- Innovative and Skill oriented Course under GNDU, Amritsar in Diploma Course in Computer Application

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

The college is affiliated to Guru Nanak Dev University, Amritsar and has not yet implemented Academic Bank of Credits.

#### 17.Skill development:

The college runs various courses to enhance skill among women as it aims at Holistic Development and Empowerment of Women Learners . The institute offers various Skill Based / Vocational Courses such as

- Bachelor of Computer Application(BCA)
- B.Sc(Information Technology)
- Master of Computer Science(M.Sc(CS))
- Master of Information Technology (M.Sc(IT))
- Programme under UGC in B.Voc (Software Development)
- Programme under UGC in B.Voc (Financial Marketing and services)
- B.Sc (Fashion Designing)
- M.Sc(Fashion Designing)
- PG Diploma in Fashion Designing & Garment Construction
- Post Graduate Diploma in Computer Applications under GNDU, Amritsar
- Diploma in Cosmetology,
- Diploma in Stitching & Tailoring
- Diploma Course in Computer Application
- Beauty and Wellness course under Cosmetology Department
- Apparel Made Ups and Home Furnishing course under Fashion Designing Department
- Skill Oriented Add-On-Courses (Certificate Course, Diploma, Advance Diploma)
  - Web Designing
  - Computer Fundamental & Internet
  - Data Care Management
  - E-Commerec
  - Communication Skills
  - Bio-Technology
  - Bio-Informatics
  - Cosmetology
  - Taxation



- To inculcate positive and ethical values among the students, the institution provides value based education in form of organising various competitions on human values, speeches on constitutional, fundamental and universal values. The college also celebrates national festivals like Independence Day and Republic Day, observing various programs like World Aids Day, Environmental Day and by observing the death and birth anniversaries of our national leaders which help in imbibing the good qualities in the students. The institution provides the facility of Peer Teaching-Learning activities to enhance students' level of creativity. The institution provides Mentor-Mentee Groups where students learn varied virtues relieving emotional and psychological stresses leading to refined beings. The college forms Buddy Groups of the students where they come together to fight against numerous menaces prevalent in the society. The college stipulates short term training programs under PMKVY 3.0 under skill hub initiative on Cosmetology which helps in earning a living. The college also organises career counselling drives and counselling on attaining vocational skills. The college has introduced 'Earn While You Learn' program pertaining to the Skill Development in the view of NEP 2020. This good practice enables students to earn while learning the proposed skill. The students set Diya Exhibitions, Mehndi Stalls , Food Stalls from where they earn with learning skills.

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

Since the National Education Policy 2020 envisions an educational system fashioned on the lines of India's profuse linguistic, cultural and artistic heritage, the college follows an insightful approach in appropriate integration of Indian Knowledge System. The college offers various Indian Languages including regional languages- Punjabi with its dialects and sub dialects, National language- Hindi and ancient Indian language- Sanskrit. The college offers these languages as elective subjects in degree courses. The institution plans to hold Faculty Development Programs, discourses and activities to train its faculties to provide the classroom delivery in bilingual mode. The college is working under the stewardship of Dayanand Math, Dinanagar. In order to preserve and promote vedic values, the college solemnises weekly Hawan, where both the faculty and students recite Ved Mantras. Before commencing any college event, the students recite sacred mantras to invoke the

deity. The college upholds daily assembly chanting the mantras. The institution promotes Indian arts, culture and traditions by organising several activities, competitions and exhibitions. College celebrates festivals like Lohri Festival, Diwali Festival. The management of the institution provides scholarships to students opting Sanskrit Language.

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

The college is affiliated to Guru Nanak Dev University, Amritsar and has yet not given any guidelines in this direction. The College also makes an effort to understand that a pursuit of knowledge is a life-long activity and to acquire positive attitude and other qualities which will lead students to a successful life. To interpret, analyze, evaluate and develop responsibility and effective citizenship is one of the programme outcome of the students. At the time of admission, outcomes of each programme are communicated to the students by the counselling cell. The programmes outcomes and course outcomes are displayed on college website.

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

The college is working under Guru Nanak Dev University, Amritsar and is not an entity for distance and online education.

### Extended Profile

#### 1.Programme

1.1	37
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

#### 2.Student

2.1	1957
Number of students during the year	

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

2.2	1006
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Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
2.3	652
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1	82
Number of full time teachers during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
3.2	18
Number of sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	46
Total number of Classrooms and Seminar halls	
4.2	2,33,52,063/-
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	270
Total number of computers on campus for academic purposes	
<b>Part B</b>	
<b>CURRICULAR ASPECTS</b>	

## 1.1 - Curricular Planning and Implementation

### 1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Our college respects the effective delivery of curriculum as the most vital aspect. The college tracks the curriculum prescribed by GNDU, the affiliating university through its board of studies. Our faculty members have worked as members of board of studies and their sub-committees, substantially contributed to the curriculum development. In the starting of each session, the principal of college addresses the new students and acquaints them with vision and mission of the college, curriculum delivery, policies and processes of institution, different scholarships available and how to avail benefits of these scholarships. At the beginning of every year the college chalks out an academic calendar. The heads of various departments conduct academic meetings to plan and organize the schedule of lectures and distribute the syllabus among the faculty members. Text books and reference books are also recommended to the students. Notes are provided to students as per their need. If for any reason any faculty member fails to finish the syllabus within stipulated time, the lecturer is asked to arrange extra lectures of that subject. For the effective implementation of curriculum, the various teaching methods like power point presentations, laboratory techniques, assignments and seminars are planned. Class tests and mid semester tests are taken before final examination. The answer sheets of mid-term tests are shown to the students. Remedial classes are taken on the basis of their performance in the MST. Our institution collects feedback on curriculum aspects from students and parents and does required modifications after analyzing the feedback.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	<a href="https://shantidevicollege.org/">https://shantidevicollege.org/</a>

### 1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The activities of institution proceed as per the academic calendar, generally prepared according to the guidelines issued by the affiliating university, GNDU, Amritsar. Academic committee and IQAC meetings are organized time to time to discuss the curriculum and all necessary activities to be organized during the session. For the

conduct of Continuous Internal Evaluation (CIE), Mid-term exams are conducted to prepare the students for final University exams. Along with MST, continuous evaluation of the students is also done by organizing various classroom activities like quizzes, assignments, power point presentations, class tests etc.

Academic calendar carries information regarding general orientation programmes, date of admission, talent hunt, identification of slow learners and advance learners by the teachers, formation of mentor-mentee groups, NCC and NSS induction dates, planning of co-curricular activities by the societies and clubs, installation of various student bodies like student council, discipline committee and hostel committee, celebration of days of National and International importance, sports day, youth festival, annual convocation / function, farewell party etc. In spite of academic calendar, monthly activity planner is prepared by IQAC for organizing monthly activities.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	<a href="https://shantidevicollege.org/campus/academic-calender-2021-22">https://shantidevicollege.org/campus/academic-calender-2021-22</a>

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.**  
**Academic council/BoS of Affiliating University**  
**Setting of question papers for UG/PG programs**  
**Design and Development of Curriculum for Add on/ certificate/ Diploma Courses**  
**Assessment /evaluation process of the affiliating University**

**B. Any 3 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**1.2 - Academic Flexibility****1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented****1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented****1**

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

**1.2.2 - Number of Add on /Certificate programs offered during the year****1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)****13**

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

**1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year****155**

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

**1.3 - Curriculum Enrichment**

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

Our Institution integrates various crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the curriculum as its inseparable part to ensure the holistic development of the students to become empowered professionals.

#### Professional Ethics, Gender, Human Values

All the students of college are categorized in mentor-mentee groups, each group constitutes 20-25 students with one teacher incharge to share and discuss various issues that help in understanding the importance of ethics and values in their personal, social and professional life. To promote professional ethics and human values, subjects like Human Resource Management, Psychology, Drug abuse and Business studies are taught following proper time table. In Human resource Management, students learn about the concept of management of people within a workplace to achieve the organization's mission and reinforce the work culture. In business studies, Students learn about appropriate business policies and practices related to `controversial issues. College has Grievance Redressal Cell, Sexual Harassment Cell and Psychology Club to provide counseling to girls regarding gender sensitization.

#### Environment protection and Sustainability

To enhance the knowledge of environmental protection and sustainability, subject entitled Environmental Science is a part of curriculum and compulsory for all students. Along with this, Buddy group, Science, NSS and NCC Departments of institution organizes various field activities to create environment protection awareness among students.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	No File Uploaded

### 1.3.2 - Number of courses that include experiential learning through project work/field

**work/internship during the year****8**

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	<a href="#">View File</a>
Institutional Data in Prescribed Format	<a href="#">View File</a>

**1.3.3 - Number of students undertaking project work/field work/ internships****127**

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

**1.4 - Feedback System**

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders**  
**Students**  
**Teachers**  
**Employers**  
**Alumni**

**B. Any 3 of the above**



File Description	Documents
URL for stakeholder feedback report	<a href="https://shantidevicollege.org/feedback">https://shantidevicollege.org/feedback</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://shantidevicollege.org/feedback">https://shantidevicollege.org/feedback</a>

### TEACHING-LEARNING AND EVALUATION

#### 2.1 - Student Enrollment and Profile

##### 2.1.1 - Enrolment Number Number of students admitted during the year

##### 2.1.1.1 - Number of students admitted during the year

1957

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

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

##### 2.1.2.1 - Number of actual students admitted from the reserved categories during the year

1006

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

## 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

All new students are required to attend an orientation programme in the beginning of the session.

The other components for effective assessment are regular class assignments, projects, internships, seminars, webinars , group discussions, quizzes, class tests, viva-voce examinations and required attendance.

Special Programmes being offered:

For Slow Learners -

- Remedial and Tutorial Sessions: These sessions are arranged for the slow learners as per their needs.
- Participation in Co-Curricular Activities- The slow learners are encouraged to participate in various Co-curricular activities like Seminars and other competitive events teaming with advanced learners.
- Simple lecture notes are provided to the slow learners.
- Lectures are delivered in simple language for their better understanding.

For Advanced Learners:

- Organization of Events: The advanced learners are encouraged to take up leadership roles and the responsibility of organizing various events.
- Membership of Committees: To enhance their team building capabilities, they are encouraged to take the membership of various committees of the college
- Participation in Co-Curricular Activities- They are encouraged to lead various Co-curricular activities like Seminars and other competitive events.
- Scholarships on the basis of Merit: Advance learners are

encouraged to work hard to avail meritorious Scholarships.

- Placement drives are organized for ensuring better career opportunities for the students.
- Apart from this Peer Teaching Learning Programmes are organized during the session for both Advance and slow learners.

File Description	Documents
Paste link for additional information	<a href="#">NIL</a>
Upload any additional information	No File Uploaded

### 2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1957	81

File Description	Documents
Any additional information	No File Uploaded

## 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

College has made provision in structure of all programmes to give students experiential and participative learning experience through

- Participation of students in Seminars, Conferences etc.
- Industrial visits/ trainings.
- Field trips and educational tours.
- Various tasks are assigned to the students to inculcate in them problem solving skills. They receive practical and direct experience of negotiating difficult situations and are trained as capable, competent and accomplished individuals.
- The teachers make classes as interactive as possible and encourage innovation through novel interpretations. Audio-visual methodology, language lab, Google classroom, industrial visits, field work and projects.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	<a href="#">NIL</a>

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Our college follows ICT enabled teaching in addition to the traditional classroom education. Subsequent efforts are taken by the institute to provide e-learning atmosphere in the classroom:

- In addition to chalk and talk method of teaching, the faculty members are using the IT enabled learning tools such as PPT, Video clippings , Audio system, online sources to expose the students for advanced knowledge and practical learning.
- Some Classrooms are fully furnished with LCD/OHP/Computers.
- Most of the faculty use interactive methods for teaching. The major emphasis is on classroom interaction in terms of seminars, debates, group discussions, assignments, quizzes/tests/viva and laboratory work.
- YouTube, Email, WhatsApp groups, Zoom and Google Classrooms are used as platforms to communicate and provide material related to course syllabus as well as to address the queries of students.
- The Internet and Wi-Fi facility is made available to all the students of the college free of charge.
- E-content/ study material for B.Voc courses is provided in students' Whats app groups as well as is also sent to their emails to make learning strengthened.
- E-Resources, 2021-2022
  - Delnet
  - Virtual Library
  - Google Meet
  - Reprographic Services - Photocopy

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

### 2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )

#### 2.3.3.1 - Number of mentors

81

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

81

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

#### 2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

##### 2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

8

File Description	Documents
Any additional information	<a href="#">View File</a>
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	<a href="#">View File</a>

### 2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

#### 2.4.3.1 - Total experience of full-time teachers

81

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

### 2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The college has transparent and robust evaluation process in terms of frequency and mode

- Students are briefed through orientation programmes about internal assessment, question paper patterns and university examinations.
- The course-wise Syllabus is provided to the students in the college prospectus.
- Examination schedules are made available on the college notice board as well as in the academic calendar on the college website.
- Examination committee decides the internal and external examination schedule and communicates to the students, teachers and administrative staff.
- It is a practice of the college to show internal examination answer books after evaluation to the students in their classes for self-appraisal.
- The results are also shown to the parents in the Parent

Teacher Meetings(PTM) to ensure their better performance .

- Students who are admitted for the concerned course are assessed continuously through various evaluation processes at college level.
- Continuous evaluation is made through Group discussions, unit tests, assignments submission, field visit / field work and seminars presentation.
- Mid Semester Tests are conducted as per the schedule given in the academic calendar.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="#">NIL</a>

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The college has evolved a mechanism for redressal of grievances related to internal and external evaluation as follows:

The assessed internal test papers are shown to the students for self-assessment. In case of any grievance regarding internal assessment, the student is free to interact with the teacher and get it resolved. The unresolved grievance, if any, is referred to the Vice Principal through the Head of the Department. As per the university norms, following are the methods of grievance redressal regarding university assessment: Right to apply for verification of answer books. Right to apply for verification with photocopy of answer books. Right to challenge the evaluation of answer books.

Assignments Faculty evaluates assignments based on the rubric which is also shared with the students. The rubric consists of criteria- timely submission, clarity, neatness, etc. The evaluated assignments are given back to students thus maintaining the transparency of the marks assigned and to resolve grievances if any.

Lab experiments The experiment performed in lab by the student is immediately evaluated by the faculty and the performance marks are assigned based on the lab rubric designed by the faculty.

Project Evaluation Projects are evaluated by a panel comprising of a group of teachers. The criteria for evaluation is based upon the quality of problem formulation, presentation, team work, summary and results etc

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="#">NIL</a>

## 2.6 - Student Performance and Learning Outcomes

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

The college is affiliated to Guru Nanak Dev University . Each programme provided by the university has specific objective to ensure the skill and competence in the learners. The course outcomes of the institution focus on empowering the students for higher studies, research, employment, entrepreneurship and preparation for competitive examinations.

- Outcomes of various programmes are communicated to students at the time of admission by the counselling team.
- Program outcomes (PO's) and course outcomes (CO's) are displayed on the college website as well as are available in hard copies in the library.
- Hard copies of syllabi are available in the libraries for the teachers and students as well as also provided in their Whats app groups.
- Feedback is taken from alumni and other stakeholders regarding the learning outcomes of various courses and their suggestions are communicated to the university through teachers who are members of faculty/ board of studies.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://shantidevicollege.org/campus/course-outcomes">https://shantidevicollege.org/campus/course-outcomes</a>
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Attainment of Programme outcomes and course outcomes are evaluated by various methods:



- College evaluates the attainment of programme outcomes and course outcomes during the year through mid-semester exam, assignments, presentations, seminars, workshops, quizzes, group discussions etc.
- The college also organizes programs on communication skills, personality development and life skills development to support programmes outcomes.
- These are also evaluated by the feedback obtained from the students suggestions and Student Satisfaction Survey(SSS), Teacher's Feedback, Parents-Teachers Meet(PTM) and Alumni Meet. These forms are available on college website.
- Examiners feedback in practical viva-voca.
- Skill evaluation for vocational courses
- Feedback from Placement Agencies at the time of placement drives.
- These are also evaluated on the basis of achievements of co-curricular and extra co-curricular activities

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="#">NIL</a>

### 2.6.3 - Pass percentage of Students during the year

#### 2.6.3.1 - Total number of final year students who passed the university examination during the year

632

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	<a href="https://shantidevicollege.org/campus/atr-2021-22">https://shantidevicollege.org/campus/atr-2021-22</a>

### 2.7 - Student Satisfaction Survey

#### 2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may

design its own questionnaire) (results and details need to be provided as a weblink)

<https://shantidevicollege.org/feedback>

## 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 year (INR in Lakhs)**

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

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

**3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**

**3.1.2.1 - Number of teachers recognized as research guides**

0

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

**3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year**

**3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

2

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	<a href="#">NIL</a>

### 3.2 - Innovation Ecosystem

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

The college is actively involved in organizing outreach activities such as seminars/webinars/workshops/conferences to develop an ecosystem for innovations and for creating and transferring of knowledge in students. Eminent scholars and academicians are invited in these activities. The College has well qualified, meritorious and dedicated staff. Seven teachers of our institution are pursuing P.hd. Institution is committed to generate awareness in vicinity by organizing diverse community oriented programmes. Environmental Awareness Programmes, Health Awareness Programmes, Swachhata Abhiyan, Road Safety Awareness Programmes, Hygiene Awareness Programmes, Vaccination Awareness Programmes, Drugs de-addiction programmes are organized at different places of the city with the help of NGOs, local and district administration. College started skill based vocational courses and Add on Courses for the benefit of border area students. Research Development Cell of the college constantly works for developing research skills of teachers as well as students. College organizes seminars, workshops and extension activities in collaboration with government and non-government bodies. Students conduct adult literacy activities, cleanliness, tree plantation, rallies to generate awareness regarding environment, social malpractices, health and hygiene issues. Personality development activities, Langar on Gurupurb celebrations, cultural heritage promotion activities are organized by youth welfare department. Seminars on environment conservation, visits to hospitals and old age homes are organized by the college. College received Green Champion Award by Govt. of India during this year.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://shantidevicollege.org/campus/atr-2021-22">https://shantidevicollege.org/campus/atr-2021-22</a>

### 3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

#### 3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

2

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

#### 3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

##### 3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	<a href="#">NIL</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	No File Uploaded
Any additional information	No File Uploaded

### 3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

#### 3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

15

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

### 3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

#### 3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

2

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.4 - Extension Activities

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

NCC, NSS, Red Cross, Youth Welfare department, EBSB club and Red Ribbon Club of our College are doing tireless efforts to contribute in societal upliftment in the neighborhood community. Under Ek Bharat Shreshth Bharat Abhiyan, College EBSB club did a lot for AIDS prevention, drug-abuse prevention, tree plantation, stubble burning prevention programs etc. A number of extension activities were conducted in the college campus, nearby localities, city and in the Tango Shah Village which was adopted by the NSS department. Such activities earned appreciation for the volunteers and brought a positive change in the adopted areas. The students were sensitized deeply about social issues like gender awareness, girl/women education, women empowerment, skill development and cleanliness. College celebrated birth/death anniversaries of national leaders, Azadi ka Amrit Mahotsava, International Yoga Day, Blood Donation Camp, Constitution Day etc. NCC Cadets participated in ATC, TSC, BLC and attachment camps. NCC cadets also participated in awareness drives for traffic control and to clean water bodies under Puneet

**Sagar Abhiyan of National Government. These activities help in the development of student-community relationship, leadership skills, sense of social responsibilities and self-confidence among the students.**

File Description	Documents
Paste link for additional information	<a href="https://shantidevicollege.org/campus/atr-2021-22">https://shantidevicollege.org/campus/atr-2021-22</a>
Upload any additional information	No File Uploaded

### **3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year**

#### **3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year**

13

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

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

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

42

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

### 3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

**3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year**

4063

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.5 - Collaboration

**3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year**

**3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year**

2

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

**3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year**

**3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year****10**

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

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

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

The college has adequate infrastructure and physical facilities for teaching-learning. The infrastructure set up of the entire campus aids teachers and students towards achieving academic excellence. The college building has four blocks which includes 43 classrooms (including 7 ICT based smart class rooms), 18 laboratories, 6 computer labs, 2 seminar halls and fully automated libraries for both UG and PG students. There are computing systems with round a clock Wi-Fi facility in the whole college campus. The Institution follows ICT enabled practical oriented, learner-friendly modes of instruction to make teaching-learning practical and student-friendly. The use of ICT has positively impacted the intellect of our students. In order to use innovative educational resources and to make teaching process more effective and student friendly, the college follows ICT based learning. To conduct seminars and conferences, the college has provision of fully air conditioned seminar halls and fully air conditioned auditorium hall with a capacity of 500 seats. To make learning practical and research-oriented, the college laboratories are well equipped and are timely upgraded with multiple sets of apparatus. Additionally, the college has a dedicated language laboratory to engage students to actively participate in language learning activities. The College libraries (separate for UG and PG students) are fully automated using Integrated Library Management System (ILMS) and comprise of rich collection of carefully selected textbooks, journals, newspapers and



reference books. The library is connected to national and international libraries through DELNET for resource sharing.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://shantidevicollege.org/campus/infrast-structure-gallery">https://shantidevicollege.org/campus/infrast-structure-gallery</a>

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

Our college has exhibited its commitment to provide facilities & training in Sports & Cultural activities:

**Cultural Activities :** To facilitate cultural activities, the college has one auditorium and two seminar halls. The staff and students make use of these facilities for unwinding themselves at times by organizing cultural and literary events, Alumni Meet, fresher's party and farewell events, etc. Youth welfare department of college plans and organizes cultural activities in college campus. The college has given provision of separate rooms for NCC, NSS, Red Cross and Youth Welfare Departments. Co-curricular and cultural activities are conducted in auditorium and seminar hall. Professional coaching is given to participants to perform in cultural and literary items during university level youth festival.

**Sports:** The Institution has a spacious sports ground with 400 meters running track near Mugrala (outside college campus) to hold regular sports activities. The college has indoor stadium for conducting indoor games and yoga practice. Continuous efforts are made to enhance sports facilities and motivate the students to participate in inter-college, district level, state level and national level competitions.

**Gymnasium:** Our gymnasium is well-equipped with all the major types of equipments like Treadmill, fitness massage machine, exercise cycles, dumbbell, weight lifting material and aerobic ball.

**Indoor Stadium:** Fencing game and Yoga practice is performed in Indoor stadium. Other indoor games are also available for the students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://shantidevicollege.org/campus/infrast-structure-gallery">https://shantidevicollege.org/campus/infrast-structure-gallery</a>

#### 4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

8

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://shantidevicollege.org/campus/ict-rooms">https://shantidevicollege.org/campus/ict-rooms</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

22,28,838

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

- Name of ILMS software- SMILE
- Nature of automation (fully or partially) - Fully
- Version- 2022-2023
- Year of automation- 2018

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

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

**B. Any 3 of the above**

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

**4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**

**1,52,044**

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

**4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)**

**4.2.4.1 - Number of teachers and students using library per day over last one year**

132

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

#### 4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

College frequently upgrades its IT facilities including network, internet and Wi-Fi in college campus . Seven classrooms are equipped with Wi-Fi along with multimedia facility. There are 260 computers including laptops in college campus. College has 6 full fledged computer labs, one language lab and one commerce lab. Other than these labs computer facility along with LCD and projector is given to science labs and fashion designing labs. The systems are updated as per the need both in terms of software and hardware in order to cater the needs of the students to successfully complete their practical session as per the university curriculum. There are 7 scanners, 20 printers, storage devices and UPS in the college. The institution is equipped with a free Wi-Fi facility with a speed of 500 MBPS. All the webinars are conducted through Zoom Meeting video conferencing app. which has capacity of 500 participants with unlimited time. Online live streaming of all webinars and other activities is broadcasted on YouTube. Most of the systems are armed with Licensed Security antivirus for Windows to tackle Malware/Virus problems. The computers of the college are connected with printers and scanners wherever required. Language lab is augmented with software and digitized audio-video materials to develop communication skills among students. Surveillance cameras are installed at strategic locations of the campus for safety and security purposes.

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

#### 4.3.2 - Number of Computers

220

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	No File Uploaded

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	No File Uploaded

#### 4.4 - Maintenance of Campus Infrastructure

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

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

2,33,52,063

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

The institution obtains the necessary requirements of class rooms, laboratories and other infrastructural resources from each HOD well before the beginning of the academic year. After validation of the requirements in IQAC, the available resources are allocated to each department. Wherever there exists a situation that any resource is required by more than one department, suitable adjustments in the time table is made for the optimal use of the resources. The

institution has a permanent supervisor to take care of all the construction work and maintaining the existing ones. The buildings are maintained for their up-keep and repairs on a regular basis. The house keeping team regularly maintains the buildings, corridors and other places clean and tidy. The wash rooms are maintained by a team on a regular basis to maintain their usability. The departments managed by their heads are responsible for maintaining the laboratory equipment for their operational conditions. They identify the agencies who would undertake the maintenance work and would get the equipment ready for operations before the beginning of every semester. The institution has an IT cell headed by a senior member of the faculty to oversee the procurement, maintenance, repairs and replacement of equipments like computers, laptops, projectors and others in the domain area of information technology across the institution.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://shantidevicollege.org/campus/ict-rooms">https://shantidevicollege.org/campus/ict-rooms</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

##### 5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

283

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

**5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year****5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year**

761

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefitted by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills**

A. All of the above

File Description	Documents
Link to Institutional website	<a href="https://shantidevicollege.org/">https://shantidevicollege.org/</a>
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

**5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

220

**5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

220

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

**A. All of the above**

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

## **5.2 - Student Progression**

### **5.2.1 - Number of placement of outgoing students during the year**

#### **5.2.1.1 - Number of outgoing students placed during the year**

**39**



File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 5.2.2 - Number of students progressing to higher education during the year

#### 5.2.2.1 - Number of outgoing student progression to higher education

176

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

### 5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

#### 5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	No File Uploaded

### 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 year

**5.3.1.1 - 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 year.**

55

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

**5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )**

Each year student council is constituted in the college comprising of meritorious students and the students who excel in extra co-curricular activities. It develops strong sense of responsibility in the members of student council. It encourages the students to develop their leadership skills. Periodic meetings are also held with the Principal and members of student council. The members of the council include class representatives who represent and encourage the students in participating in different college activities. Besides they take care of requirements and aspirations of all students and report the same to the concerned faculty members. Student Council representatives actively participate in various activities and help in coordinating all the events related to academics, sports, co-curricular & extra-curricular activities, as per the directions of teaching faculty. They actively participate in the Hostel Committees, Placement Drive Committees etc.. They also motivate other students to take part in seminars and workshops conducted by the institute. They work as a medium between faculty and students.

Cadets of NCC unit, NSS Volunteers and Red Cross Volunteers are actively involved in training camps, special days celebrations, social services and community development programmes inside and outside the college. MGNCRE Workshop on Social Entrepreneurship

Community Engagement and Swachhata Pakhwara took an e-pledge to live with harmony and peace. The college was conferred with Green Champion Award by MGNCRE, Ministry of Education and Government of India for its contribution to Swachhata Education and practice.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/1B8i_i9ThCbKZwIZh2gX8cl6FlnmA_B8h/view?usp=share_link">https://drive.google.com/file/d/1B8i_i9ThCbKZwIZh2gX8cl6FlnmA_B8h/view?usp=share_link</a>
Upload any additional information	No File Uploaded

### 5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

#### 5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

12

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

### 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

College has a registered Alumni Association under the Societies Registration Act which is named as SHANTI DEVI ARYA MAHILA COLLEGE ALUMNI ASSOCIATION, C/O SDAM COLLEGE, G.T. ROAD, DINANAGAR 143531.

Alumni Association, contributes significantly to the development of the institution through financial and other support services. College Alumni is presently proving their mettle in their respective fields all over the globe. The Alumni Meetings are held every year to contribute in the growth and development of the College. During

these meetings the alumni get chance to reconnect with the Alma mater and old friends. They provide inputs and share their experiences regarding skills, recent technologies & trends in corporate world and their working culture. These inputs are helpful to academicians for moulding the aspiring students. Alumni are invited as resource persons at various events, guest lectures and panel discussions. Scholarships are given by college from alumni fund to the needy students. They also donate books in Book Bank in college library. They also help in Placement & Career Guidance Assistance. They assist and guide the students to crack the interviews. Alumni enlightens the students with their success stories and challenges faced by them through entrepreneurship awareness programmes.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/1cXlkK44eHEdtPgQb7HjXTPVrTfPl51cB/view?usp=share_link">https://drive.google.com/file/d/1cXlkK44eHEdtPgQb7HjXTPVrTfPl51cB/view?usp=share_link</a>
Upload any additional information	<a href="#">View File</a>

**5.4.2 - Alumni contribution during the year (INR in Lakhs)**

**E. <1Lakhs**

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

## **GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 - Institutional Vision and Leadership**

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

To fulfill the vision and mission of the institute, College Managing committee members, Principal, staff representative and administrative staff meet twice a year for making the planning forum for infrastructural and academic requirements of the college. The college has a functional IQAC. All the quality initiatives are taken through the IQAC cell. It acts as a think tank, liaison and coordinates among principal, teachers and students. IQAC strives to bring quality enhancement in the college. The departments are given a monthly target of the activities through monthly activities planner and all the activities are organized accordingly. IQAC meets four times in a year. IQAC recommends to conduct seminars/webinars

and FDPs in the college and encourages the departments to go for inter-college activities.

Various clubs and committees are formulated to implement the goals and objectives of the institution. All the committees take responsibility for the plans and activities and successfully perform these responsibilities in every academic session.

File Description	Documents
Paste link for additional information	<a href="https://shantidevicollege.org/">https://shantidevicollege.org/</a>
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The Institution practices decentralization and participative management by involving President, Local Management Committee (LMC), Principal, IQAC and HODs of all departments in decision making process.

Authority is delegated to Head of Departments to look after their departments independently. HODs frame their departmental time table and assign classes to the teachers. They remain the part of selection committee during interview of Adhoc staff. HODs conduct their departmental meetings in which programmes for the entire term are decided. They plan to organize seminars/ workshops, career counseling session, remedial classes, inter-departmental and inter-college activities and field trips. The decision to conduct Mid Term Exams is taken by the principal, examination controller and all HODs. Any college faculty member can give suggestions for improvement to the Principal and HOD. Students also participate through different formal and informal feedback mechanisms. Suggestion box is kept in college for suggestions from students. Management and Principal both are approachable and accept valuable suggestions. Ideas pertaining to academic goals, organizational progression and better campus life are collected from all stakeholders to promote efficient functioning of the College. Periodic Parent-Teacher meetings are conducted in which academic progress of the students is communicated to the guardians. Parents' feedback is also taken and actions are taken accordingly. Office staff is also involved in providing day to day support services for students and teachers.

File Description	Documents
Paste link for additional information	<a href="https://shantidevicollege.org/">https://shantidevicollege.org/</a>
Upload any additional information	No File Uploaded

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

- The College Management Committee endeavours best substantial independence to the Institution in all areas of decision making process.
- The IQAC assigns responsibilities to various clubs and committees for the smooth and effective functioning in the area of academics and administration.
- The admission procedure starts with the Admission Committee by giving prospectus along with admission forms. The institution has assigned a responsibility to the counseling cell to guide the students regarding programme outcomes of each programme at the time of admission.
- The teachers make classes as interactive as possible and encourage innovation through novel interpretations. Audio-visual methodology, language lab, Google classrooms, industrial visits, field work and projects.
- The College conducts semester wise examination smoothly as per university date sheet. Internal examinations are also conducted. The examination committee makes arrangements to conduct and evaluate the MST and final examination.
- Anti- Ragging Committee/Grievances redressal/Sexual harassment Committees are formed to design strategies and action plan for curbing the related unfair matters.
- Research development cell encourages the teachers and students for research.
- The college purchase committee is constituted to identify the purchase requirements for all the academic and administrative purposes.
- There are two separate libraries for UG and PG students. DELNET has been subscribed for the college library.
- The staff welfare committee is constituted to ensure the welfare of the faculty members of the college.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="https://shantidevicollege.org/">https://shantidevicollege.org/</a>
Upload any additional information	No File Uploaded

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

The Governing body is responsible for the operation of all aspects of the institution including its finance, human resources, educational and research functions and infrastructural arrangements. Principal under the guidance of management implements all the financial projects. She has her team of departmental heads, IQAC Coordinators, teachers and superintendent of administrative block to assist her in discharge of this work. Academic council maintains the standards of education, approval of Syllabi, approval of new programmes, admission process, teaching learning and evaluation methodologies, research initiatives and student support facilities. The institution follows the service rules as delineated by the UGC, Punjab Government and also by Guru Nanak Dev University, Amritsar, affiliating university. However, in case of faculty and other staff appointed on temporary basis, the institution has its own promotion policies. The formed clubs and committees are responsible for extracurricular activities, discipline, monitoring attendance, grievance redressal etc. Dean Student affairs coordinates in organizing extracurricular activities at different levels. IQAC organizes the student counselling drives and gives guidelines to all HODs regarding student's affairs. The institution has setup Grievances Redressal and sexual harassment committee for students and staff members. The Anti Ragging Committee has also been setup by the institution. These committees are working under the supervision of coordinators.

File Description	Documents
Paste link for additional information	<a href="https://shantidevicollege.org/">https://shantidevicollege.org/</a>
Link to Organogram of the institution webpage	<a href="https://shantidevicollege.org/">https://shantidevicollege.org/</a>
Upload any additional information	No File Uploaded



**6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination**
**A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning) Document	<a href="#">View File</a>
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

**6.3 - Faculty Empowerment Strategies**
**6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff**

The institution has effective welfare measures. The Institution recognizes all its employees as the beneficial resource and provides a caring and supportive working environment to all staff which enables them to develop and optimize their full potential. Existing welfare measures for teaching and non-teaching staff are listed below:

**Provision of Leave**

1. Casual, Maternity and Medical Leave is granted to the teaching staff.

2. Duty leave (DL) is given for attending orientation programmes/refresher courses/workshops /Seminars/Conferences, etc.

**Other Welfare Measures**

- The institute has a mandatory provision of CPF for employees and contributes the eligible amount to their respective CPF accounts.
- Subsidized bus facility is given to the employees of the institute.
- Loans are granted to the permanent staff to meet financial emergencies according to staff loan policy.
- The achievements of staff are appreciated in the form of



**felicitations.**

- The Staff Welfare fund is used for the welfare of the faculty members of the college.
- Fee Concession is given to the wards of staff.
- Salary is timely credited to bank accounts of the employees.
- Accessibility of gym at concessional rates.
- Wi-Fi facility.

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

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

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

0

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

### **6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**

#### **6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

10

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

#### 6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

##### 6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

9

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

#### 6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The performance of each employee is assessed annually after completion of one year of service. The salient features of the performance appraisal system are as follows:

**For Teaching Staff:**

a) The performance of each faculty member is assessed according to the Annual Self Assessment for the Performance Based Appraisal System (PBAS).

b) Promotions are based on the PBAS performance for UGC Career Advancement Scheme (CAS) that is based on the API score.

c) The institute undertakes a wide range of activities besides academics for which faculty members are assigned additional duties and responsibilities which are mostly voluntary. The Institute accords appropriate weightage for these contributions in their overall assessment.

d) The faculty members are informed well in advance of their due promotion.

e) Faculty members whose promotions are due, are recommended based on their API score and are required to appear before the screening cum-selection committee.

#### Non-teaching staff:

Non-teaching staff is also assessed through Annual confidential reports and annual performance appraisal. On satisfactory performance, all employees are granted promotions and financial upgradation under the ACP Scheme. The Annual Confidential Report and the Performance Appraisal System has significantly helped in the evaluation of the performance of employees, in motivating them, analyzing their strengths and weaknesses and ensuring better performance.

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

## 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Internal audit is conducted half yearly by the internal financial committee of the institution. The committee thoroughly verifies the income and expenditure details and the compliance report of internal

audit is submitted to the Management of the institution through Principal.

External audit is conducted once in every year by an external agency. The mechanisms used to monitor effective and efficient use of financial resources are as below:

College budget includes recurring expenses such as salary, electricity, internet charges, maintenance cost, stationery, other consumable charges etc. and non-recurring expenses like lab equipment purchases, furniture and other development expenses. The expenses are monitored by the accounts department as per the budget allocated by the Management.

All vouchers are audited by an internal financial committee on half yearly basis. The expenses incurred under different heads are thoroughly checked by verifying the bills and vouchers. If any discrepancy is found, the same is brought to the notice of the Principal. The accounts of the college are audited by Chartered Accountant regularly as per the government rules.

The auditor ensures that all payments are duly authorized after the audit, the report is sent to the Management for review. Any queries, in the process of audit would be attended immediately along with the supporting documents within the prescribed time limits.

File Description	Documents
Paste link for additional information	<a href="#">NIL</a>
Upload any additional information	No File Uploaded

#### **6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)**

##### **6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

**5,81,900**

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

#### 6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The optimal mobilization and utilization of resources and funds are of paramount importance for the Institution as it accelerates the development and helps in promotion of academic excellence.

Following strategies are adopted for fund mobilization

- Students fees
- Interest on corpus fund
- Grants received under various government/non-government schemes
- Funding from donors
- The institution receives salary grant (deficit grant) from DPI Colleges, Punjab against grant in aid posts.

Fund generated from above are principally used for maintenance and development of college.

Strategies and procedures for optimum utilization of resources:

- Budget is utilized to meet day to day operational and administrative expenses and maintenance of fixed assets.
- Adequate funds are allocated for effective teaching-learning practices that include Orientation Programmes, Workshops, Inter-disciplinary activities, training programmes that ensures quality education.
- Enhancement of library facilities needs to augment learning practices and accordingly requisite funds are utilized every year.
- Adequate funds are utilized for development and maintenance of infrastructure of the College.
- Some funds are allocated for social service activities and community development programmes.

The institution prepares a budgetary plan and presents to the local

managing committee for approval. Purchase committee comprising members of teaching and non-teaching staff carries out due diligence before finalizing the vendors for specific purposes. Local managing committee approves the major purchases. Bursar checks bills and other relevant documents. The utilization of government grants is routed through PFMS, Government of India. Stock checking is done at the end of academic year to ensure proper maintenance of college infrastructure.

File Description	Documents
Paste link for additional information	<a href="#">NIL</a>
Upload any additional information	No File Uploaded

## 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

At the beginning of academic session, the IQAC collects academic plan from various departments and reviews their academic progress. The IQAC improves the teaching-learning process through standard academic practices, these academic practices include:

- Preparation and adherence of Academic Calendar
- Formation of class sections
- Choice of Electives Courses
- Course allocation Load chart and Timetable preparation
- Mentor-Mentee distribution
- Remedial classes for slow and advanced learners
- Course delivery (Online / Offline class)
- Conduction of Seminars, Workshops, Extension lectures
- Industrial Training, Projects, Field Trips
- Monitoring of class delivery
- Attendance Monitoring of students
- Preparing detained lists of students
- Syllabus coverage
- Setting up the question papers
- Conduction of Internal Examinations
- Evaluation of Answer Scripts
- Industrial Visits & Guest Lectures.
- Smooth Functioning of Classes.
- To initiate various green practices to maintain ecofriendly college campus through the activities i.e. tree plantation, efforts to minimize paper work, clean and beautiful campus,

save power, awareness programmes on renewable energy and e-waste management etc.

- Enrichment of ICT infrastructure and to motivate its usage for teaching learning process.
- Online feedback forms for Teachers, Students and Alumni on college website .
- Use of social media apps to communicate with students

File Description	Documents
Paste link for additional information	<a href="#">NIL</a>
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC reviews its teaching learning process and takes steps to improve the quality of the teaching-learning process.

- The Academic Calendar is prepared in advance, displayed and circulated in the Institute and is strictly followed.
- In prospectus, students get detailed information regarding admission procedure, choice of subjects, curriculum and rules regarding discipline.
- Students are apprised of the time-table, programme structure, syllabi of the courses before the semester commences.
- Conduct of Mid-term examinations in each semester.
- Important announcements are made in the Morning Assembly.

Attendance of students and conduct of classes are monitored by the HODs and CRs .

- The Head Girl and the Discipline Committee members make random visits to the campus to ensure discipline in the campus.
- Class CRs meetings are regularly conducted with students to take feedback and appropriate steps are taken to enhance the teaching-learning process.

- Feedback is properly analyzed and shared with the Principal, HODs and concerned teachers.
- Implementation of Outcome-based learning education in each program. Establishment of various processes to take feedback/surveys from various stakeholders.
- The HOD's give the messages, notices and study material to students on class wise created whatsapp groups also.
- Classrooms with projectors and multimedia facility are available in college.

Teachers are motivated to deliver lectures through ppt and video presentation on projectors.

File Description	Documents
Paste link for additional information	<a href="https://shantidevicollege.org/">https://shantidevicollege.org/</a>
Upload any additional information	No File Uploaded

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://shantidevicollege.org/public/web_images/494/atr_2021-22.pdf">https://shantidevicollege.org/public/web_images/494/atr_2021-22.pdf</a>
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>



## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

Institution shows Gender sensitivity in providing facilities such as:

1. Safety and security- The institute believes in gender equality and makes efforts towards gender sensitization

- Grievance and Redressal cell is led by senior confident and caring female teaching members.
- Anti-Ragging cell is actively guiding student community. There is no report of ragging in the campus as well as in hostel compound as it seems that the concept of ragging is deemed historical and archived practice.
- 24 Hours vigilance by security personnel is provided at all main gates of the college.
- CCTV cameras are installed in the campus, classrooms and hostel to keep vigil. All the buses are equipped with CCTV cameras.
- Fire extinguishers are also provided in labs and outside area of campus
- Medical room has been established and medicines are given free of cost to all.

#### 2. Counselling

- The female teaching faculty in particular is advised to counsel students about sexual harassment either collectively or individually as it suits the situation.
- For the personal hygiene & sanitation awareness, doctors are often invited to interact with students while celebrating special days like National Nutrition month, world cancer day etc.

3. Common Room- The college has a very spacious common room with modern furniture with seating capacity of more than 200 students at a time. Open- Air theatre style stairs have been made for students underneath common room.

File Description	Documents
Annual gender sensitization action plan	<a href="https://drive.google.com/file/d/1rVstasIsUI2Snc4LsvsCEa6egQ6J90xz/view?usp=share_link">https://drive.google.com/file/d/1rVstasIsUI2Snc4LsvsCEa6egQ6J90xz/view?usp=share_link</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="http://shantidevicollege.org/campus/safety-security">http://shantidevicollege.org/campus/safety-security</a>

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

**B. Any 3 of the above**

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

**7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management**

#### **Solid waste management**

For collecting and segregating the solid waste from nook and corner of campus substantial number of different coloured dustbins are installed in all the classrooms, laboratories and Corridors. On the outer wall of the college a message for segregation of waste has been painted by students of fine arts department. The minimal amount of non-biodegradable waste is mostly disposed off in the dump of the municipal corporation. The solid biodegradable waste collected from hostel's kitchen, canteen and grass from lawns is collected and dumped for decomposition to be used as a source of bio-fertilizer in the pit made in the college campus .

#### **Vermi composting**

It is also done in the campus and fertiliser made by worms is sold to staff and also used in college lawns. Liquid waste management

All the liquid waste from the washrooms, bathrooms, kitchen and mess is collected in the sewage tank. Water produced during working of RO system, and AC's is collected and used in chemistry labs, in batteries and also used for watering the plants.

#### E-waste management-

The college has minimum e-waste. The parts of old computers and electronic items are used for repairing and replacement of PCs. Some waste is sold to vendors for recycling.

#### Waste Recycling system-

- E-Waste is reused wherever possible.
- Biodegradable waste is turned in to manure.
- Fashion Designing department organizes workshop of Best Out Of Waste to use junk.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="#">View File</a>

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

#### 7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

<b>1.Restricted entry of automobiles</b> <b>2.Use of bicycles/ Battery-powered vehicles</b> <b>3.Pedestrian-friendly pathways</b> <b>4.Ban on use of plastic</b> <b>5.Landscaping</b>	
File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	No File Uploaded
<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>	
<b>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities</b>	B. Any 3 of the above
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	No File Uploaded
<b>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment</b>	<b>A. Any 4 or all of the above</b>          <b>5.</b>

**Provision for enquiry and information :  
Human assistance, reader, scribe, soft copies of  
reading material, screen reading**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	<a href="#">View File</a>

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

**Response**

Different social and cultural activities are being organised inside the college to promote harmony towards each other.

- Recitation of Ved Mantra during morning prayer inculcates healthy and religious vibes in students.
- Morning Prayer is daily routine of the institute .
- Weekly Hawan on tuesday is done by Sanskrit department with different group of students is done in Yagyashala made for performing this ritual.
- Path of Sukhmani Sahib is done on Gurupurab followed by parsad and guru ka langar .
- The institute has always been at the forefront of sensitizing students to these activities without any discrimination of caste and religion.
- The institute motivates the students to participate in online/offline competitions of different cultural activities organised at district and state level by different organizations.
- Class IV employees are being helped by institute during illness and marriages of their wards.
- NSS department takes initiative to motivate students to visit Oldage Home and provides necessary items and eatables to them.
- Pledge onSadbhawna Diwas, National Integration Day,World No Tobacco day and National Voters Day are taken by Principal,

staff and students of the institute.

- Festivals like Teej, Lohri etc were celebrated in the college premises on large scale.
- Raksha bandhan was celebrated with Jawans of BSF by NSS & NCC departments .
- Janamashtami, Karwachauth , Diwali, Lohri , Basant Panchami and Vaisakhi are celebrated by institute in routine activities.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

Sensitization of students and employees of the institution to the constitutional obligations like values, rights, duties and responsibilities is done by celebrating different days. Kargil Vijay Diwas is being celebrated to pay homage to martyrs of Kargil War. Students were motivated to take second dose of covid vaccine. COVID vaccination camps were organized in the campus and it was made sure that all students and employees got vaccinated. Institute offered its hostel rooms for making Quarantine Home to District Administration. Masks were made compulsory to all and masks were distributed free of cost to staff and students. SVEEP activities are organized time to time to create awareness for voting. N.S.S and N.C.C departments celebrated Azadi ka Amrit Mahotsav by organizing different activities for creating awareness among students . Chetna rallies were organized against stubble burning , drug abuse, social evils by both the departments in adopted villages and in the city. Swachhate Abhiyan was organized and cleaning was done in the campus and local areas. NSS volunteers went door to door in adopted village to create awareness about segregation of waste .Tree plantation was done at large scale to celebrate vanmahotsav. Webinars , extension lectures and poster making competition were organized to sensitize the staff and students about human rights and cyber crime. Independence day and Constitution day was also celebrated in the college.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://shantidevicollege.org/campus/atr-2021-22">https://shantidevicollege.org/campus/atr-2021-22</a>
Any other relevant information	<a href="#">NIL</a>

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized**

**A. All of the above**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<b>No File Uploaded</b>
Any other relevant information	<a href="#">View File</a>

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

**The institue celebrates/organizes national/ international commemorative days, events and festivals :**

- On the birth anniversary of Shri Guru Tegh Bahadur ji, a seminar was organized. The birth anniversary of Shri Guru Nanak Dev ji was solemnized by doing Sukhmani Sahib Path. An Essay Writing Competition was held on the birth Anniversary of Neta Ji Subhash Chander Bose.
- On the day of National Voter's Day, Inter-College Poster Making Competition was organized and pledge was taken by Principal, Staff and students. Azadi ka Amtrit Mahotsav was

celebrated to commemorate 75th anniversary of Independence day.

- The Republic Day was celebrated with pomp and show. An Inter-College Essay Writing Competition was organized on the birth anniversary of Punjab Kesari Lala Lajpat Rai.
- The institution celebrated World Cancer Awareness Day by organizing seminar.
- On World Fraternity Day, Webinar cum Online Inter-College Poetical Recitation Competition was organized.
- To commemorate each and every woman, International Women Day was solemnized by inviting three successful women entrepreneurs.
- The college observed the martyrdom day of Shaheed Bhagat Singh.
- On the 130th birth anniversary of Dr. Bhim Rao Ambedkar, a Poster Making Competition was organized.
- The college observed Tree Plantation drive on Earth Day.
- The International Biodiversity Day was celebrated.
- Poster Making competition was organized to celebrate "World No Tobacco Day",

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

### Best Practise 1

#### Mentoring System

The institute is keen to attain the fulfillment of the goal of imparting holistic education to women through its unique mentoring system.

#### The Practice

To create an informal informative association between mentor and mentee, two formal meetings with group of 20 students in a month are



arranged by the mentors assigned by the counseling cell and suitable measures are taken to improve their performance.

The result of mentoring program is positive as the academic progression of most of the students has seen an upward trajectory suggesting better performance with every year. Holistic development of women has been the most important feature of the college and we shall continue on this journey.

## Best Practise 2

### Green initiatives

#### ??????The Practise

As the institute is committed to the cause of environment protection and it has developed an exclusive green culture. To inculcate the environmentally responsible behavior, the institute is effectively motivating the students as well as the society through poster making, slogan writing, wall painting and tree plantation drive in city as well as in surrounding areas. All are being motivated to take part in tree plantation campaign "Each One Plant One". These initiatives demonstrate institutes' commitment for environment sustainability to create better environment. The practice of gifting green plants is well appreciated by the guests. Green Champion Award was won by institution in April 2020 by MGNCRE.

File Description	Documents
Best practices in the Institutional website	<a href="https://shantidevicollege.org/public/web_images/426/institutional_best_practices.pdf">https://shantidevicollege.org/public/web_images/426/institutional_best_practices.pdf</a>
Any other relevant information	<a href="https://shantidevicollege.org/campus/best-practices">https://shantidevicollege.org/campus/best-practices</a>

## 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Shanti Devi Arya Mahila College is committed to uplift the status of women folk living in this backward & border area and it has been pioneer in many such practices. Founded and managed as a first institute for women in Dinanagar Gurdaspur, the management is committed to the education of women.

- The most distinctive feature of the institution is that it is the only multi faculty women institute in Dinanagar with hostel and transportation facilities at nominal charges and is near to the local bus stand of Dinanagar .
- 50% Fee Concession is given to "Father Less Beti". This has been the most distinctive feature of our institute .
- Special fee concession is given to needy students by Managing Committee and staff and Alumni Association.
- Daily morning prayer, motivational talks and hawans are organized in college campus under routine activities.
- Field trips, cultural activities and programs are organised with collaborative support from organizations of national repute .
- Our NSS, NCC, Red Ribbon Club and Red Cross units are vibrant and dynamic fostering leadership and believes in the mission of altruistic and ethical service
- College is ten times Winner of Champions' Trophy in zonal level youth festival organized by GNDU.
- Students of Sports department have won trophies and medals at state and national level in various games.
- Students are well informed and given assistance in job placements by Placement cell of the college.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

#### Future Plans of the year 2022-23

1. To implement effective Mentor-Mentee System.
2. To improve the performance of the students through Continuous Internal Assessment.
3. To conduct workshops/seminars/ short term courses for the enhancement of soft skill among students
4. To plan for field visits for experiential learning.

5. To organize cultural events like music, dance, literary events.
6. To organize Annual Sports Meet
7. To collect effective feedback from all the stake holders.
8. To strengthen the Alumni relations.
9. To facilitate a Research Environment in the College, which encourages Faculty and Students to undertake Research;
10. To organize awareness programs on Code of Conduct.
11. To expand the extension activities via NCC, NSS and other platforms.
12. To enhance the collaborations with other institutions.
13. To organize Lectures and discussions on Health & Hygiene.
14. To organize the platforms for discussions on Intellectual Property Rights (IPR).
15. To organize training programmes for Non-Teaching Staff.
16. To encourage Green Culture.
17. To encourage Social as well as community responsibilities.