



Yearly Status Report - 2017-2018

Part A

Data of the Institution

1. Name of the Institution		SRI GURU ANGAD DEV COLLEGE
Name of the head of the Institution		Dr. Surinder Bangar
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		01859237226
Mobile no.		9815305080
Registered Email		principalsgad@gmail.com
Alternate Email		principalsgad@yahoo.co.in
Address		SGAD College, Khadur Sahib
City/Town		Khadur Sahib(Tarn taran)
State/UT		Punjab
Pincode		143117
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Dr. Kuldeep Singh
Phone no/Alternate Phone no.	01859237226
Mobile no.	9463255697
Registered Email	principalsgad@gmail.com
Alternate Email	principalsgad@yahoo.co.in

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://sgadcollege.in/iqac.html
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://sgadcollege.in/iqac.html

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	A	3.11	2016	05-Nov-2016	04-Nov-2021

6. Date of Establishment of IQAC	16-Mar-2015
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
To aware students on different social and environment issues with the collaboration of different cells active in	18-May-2017 1	8

the college.		
To organize educational tour for students.	18-May-2017 1	8
To introduce new bus routes.	18-May-2017 1	8
To introduces new elective subjects in Bachelor of Arts.	18-May-2017 1	8
View File		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
SRI GURU ANGAD DEV COLLEGE KHADUR SAHIB	GRANT IN AID	DPI	2017 365	7902135
SRI GURU ANGAD DEV COLLEGE KHADUR SAHIB	SCHOLARSHIP OF SC	PUNJAB GOVERNMENT	2017 365	17000
No Files Uploaded !!!				

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

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

2

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

TO INTRODUCE NEW ELECTIVE SUBJECTS TO Start NEW BUS Routes To Launch Activities by NSS to aware Social Duties . To organize Extension Lecture/ Seminars by Guest Faculties.

No Files Uploaded !!!

13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achievements/Outcomes
No Data Entered/Not Applicable!!!	
View File	

14. Whether AQAR was placed before statutory body ?

No

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2018

Date of Submission

17-Feb-2018

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

MIS (Hammer) having Modules like Accounts, Student Admission and Library .

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The College is affiliated to Guru Nanak Dev University, Amritsar. The curriculum planning is not undertaken directly by the College but it proactively send its inputs based on the feedback received from the teachers, students and the parents regularly to the University. Also, the College deploys a well framed action plan for effective implementation of the prescribed curriculum as given below: Academic Calendar The College prepares its annual academic calendar to set tentative dates for all curricular, co-curricular and extra-curricular activities. Time Table: At the beginning of each academic session the Time Table for all the classes is prepared in order to ensure efficiency and transparency in the teaching learning process. The Time Table is displayed on the Notice Boards and circulated among all the teachers. The Registrar of the College ensure about the proper implementation of the Time Table. Sectioning of the classes: Classes are divided into sections according to the students' strength so as to ensure an effective teacher-taught

interaction. Curriculum division and planning: At the beginning of the academic session, meetings are held at the departmental level for dividing the syllabus among teachers. It is pertinent to mention here that the College has made a Syllabus Committee to ensure the effective implementation of prescribed curriculum. The committee holds meetings with HOD's and teachers from time to time to take feedback from them regarding curriculum and to review the implementation of the curriculum. The workload is allotted to the respective teachers based on the number of classes to be taught, the strength of the section and the prescribed syllabus. Lesson plans: The College gives flexibility to its entire faculty for preparing lesson plans. Majority of the teachers prepare lesson plans by dividing the whole syllabus on weekly basis. These lesson plans comprise of the teaching material, strategy or 19 technique of teaching and teaching aids required. It also includes the evaluation process to be followed by the teacher and to acquire the feedback of the students' progress. The teachers acquaint the students with the prescribed course content, texts and the pattern of the university question papers.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
No Data Entered/Not Applicable !!!		

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>Feedback form/formats are designed for the stakeholders. This includes faculty feedback, alumina feedback, student feedback, course exit survey, etc. The IQAC Team Setup the Panel for overall Analyzing as result to take an action for achieving the overall development of the institute in the different area like (teaching, Research, and infrastructure etc.). Institute always remains in touch with the alumni so that suggestions can be gathered from them after completion of their course. These suggestions are analyzed shared with all the stake holders. Industry Institute interaction Cell has been established to make the students aware of the technological advances in industry so that the current Industrial trends can be brought into the knowledge of faculties students.</p>

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
No Data Entered/Not Applicable !!!				
View File				

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	716	59	48	4	3

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
48	40	50	8	4	8
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

We have the separate Career Guidance Cell which enrich the various aspects as follows: Expert-lectures are also conducted to open new vistas of knowledge and research for the students and the faculty members. NSS and NCC units in the College play an active role to inculcate the spirit of service and civic values among the students. Qualitative teaching-learning method is adopted with the help of Computer Internet. Well-equipped laboratories with modern facilities are available for the same. A very well-equipped library with best books on a diverse range of subjects, various national and international journals, magazines and e-resources is an asset of the College. The College sensitizes the students on the social issues such as gender inclusion, environment etc. by holding talks and discussions regularly in the classes/tutorials. Thus all efforts are made that the curriculum is taught in context of moral and ethical living which works for the betterment of the society

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
835	48	1:17

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
No Data Entered/Not Applicable !!!				

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
No file uploaded.			

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				
View File				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Monitoring the attendance of the students for the Examination. Internal Assessment has to be carried out within the stipulated time. Scheduling of Internal Examination, Seating arrangements, hall invigilators listed for every examination. Scrutiny of the prepared question paper is carried out by HoD/ Subject expert to ensure quality of the Question paper.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Final examination depend upon the schedule of the University But all other activities were scheduled According to academic calendar prepared by institute.

2.6 – Student Performance and Learning Outcomes

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

<http://sgadcollege.in/courses.html>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
No Data Entered/Not Applicable !!!					
View File					

2.7 – Student Satisfaction Survey

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

<http://sgadcollege.in/igac.html>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
workshop on pot Making Fabric Painting	Fashion Designing	03/02/2018

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
No file uploaded.				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	computer science	3	Null
National	Pol Science	1	Null
National	Punjabi	3	Null
No file uploaded.			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
No Data Entered/Not Applicable !!!	
No file uploaded.	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	3	8	4
No file uploaded.				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Armed Forces Flag Day	NCC	2	75

NCC Day	NCC	3	80
Earth Day	NSS	4	105
CANCER DAY	NSS	2	90
YOGA DAY	NCC	6	90
FIRST AID PROGRAM	RED CROSS	4	60
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
ZONAL YOUTH FESTIVAL	OVERALL CHAMPION	WELFARE DEPT. GNDU	60
No file uploaded.			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swachh Bharat	NSS	Street Cleaniness	5	110
Environmental Day	NSS	Tree Plantation	4	60
Aids Awareness	NCC	March past in local area	2	50
No file uploaded.				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers
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participated under MoUs

No Data Entered/Not Applicable !!!

No file uploaded.

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
8.5	3.8

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Others	Existing
Others	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Laboratories	Existing
Campus Area	Existing
No file uploaded.	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Orbits Ez Lib	Fully	2017	2012

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	9538	1166734	117	60260	9655	1226994
Reference Books	10576	1140772	125	31000	10701	1171772
e-Books	164300	Nill	Nill	Nill	164300	Nill
e-Journals	6000	5750	Nill	Nill	6000	5750
Journals	128	76790	65	15222	193	92012
CD & Video	25	Nill	Nill	Nill	25	Nill
No file uploaded.						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	60	2	60	6	6	5	15	5	1
Added	2	0	0	0	0	0	0	0	0
Total	62	2	60	6	6	5	15	5	1

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

7 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
50	48	10	9

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

The college ensures optimal allocation and utilization of the available financial resources for maintenance and upkeep of different facilities by holding regular meetings of various committees constituted for this purpose • **Laboratory:** Record of maintenance account is maintained by lab technicians, Lab In charge and supervised by HODs of the concerned departments. • **Maintenance of laboratories is as follows:-** The repairing and maintenance of sophisticated lab equipment's are done by the technicians of related owner enterprises. • **Library:-** 1. The requirement and list of books is taken from the concerned departments and HOD's are involved in the process. The finalized list of required books is duly approved and signed by the Principal. 2. Suggestion box is installed inside the reading room to take users feedback. Their continuous feedback helps a lot in introducing new ideas regarding library enrichment. 3. To ensure return of books, 'no dues' from the library is mandatory for students before appearing in exam. 4. Other issues such as weeding out of old titles, schedule of issue/ return of books etc. are chalked out / resolved by the library committee. 5. Orbit Software is used in Library. • **Sports:** - Regarding the maintenance of sports equipment the college sports in charge is deputed. • **Computers:** - 1. Centralized computer laboratory established to enrich the

students. 2. Each Department having appropriate computer for their requirements. 3. Internet and WIFI Enabled campus. 4. Open access journals facilities are available. • Classrooms: - 1. The college has various committees for maintenance and up keep of infrastructure. At the departmental level, HODs submit their requirements to the Principal regarding classroom furniture and other. 2. Administrative officers will take in charge for student's academic requirements. • Additionally:- 1. There is a lab instructor in every department, who maintains the stock register by physically verifying the items round the year. 2. Department wise annual stock verification is done by concerned Head of the Department. 3. Regular maintenance of Computer Laboratory equipment's are done by Laboratory Assistant along with Laboratory attendant and they are headed by the faculty in charge. 4. Regular cleaning of water tanks, proper garbage disposal, pest control, landscaping and maintenance of lawns is done by Institute concern Employees. 5. College campus maintenance is monitored through regular inspection. 6. Up keep all facilities and cleanliness of environment in men's and women's hostel is maintained through Hostel monitoring committee. 7. Outsourcing is done for maintenance and repairing of IT infrastructure such as computers, internet facilities including Wi-Fi and broadband. 8. Updating of software's is done by lab assistants. 9. Outsourcing is done for the maintenance of wooden, furniture, electrification, and plumbing. 10. Regular maintenance of the water cooler and water purifier is done regularly. The maintenance of the reading room and stock verification of library books is done regularly by library staff.

<http://sgadcollege.in/igac.html>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Merit Basis And Achiever in Extra Curricular Activities	40	600000
Financial Support from Other Sources			
a) National	Scholarship for SC Students	1	17000
b) International	Nil	Nil	Nil
No file uploaded.			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Placement cum Career Guidance cell	19/01/2018	90	Institute Level
Personal Counseling and Mentoring	22/12/2017	95	Industrial Representatives
No file uploaded.			

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

institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2017	UGC NET Preparation	30	30	3	3

No file uploaded.

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
8	8	3

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
Nil	1	Bsc IT	Computer Science	SGAD Khadoor Sahib	Msc IT
Nil	5	BBA	Business Administrator	GNDU	MBA
Nil	7	Bcom	Commerce	GNDU	MBA
Nil	6	Bcom	Commerce	GNDU	Mcom
2017	6	BA	Arts	SGAD Khadoor Sahib	MA
2017	7	BCA	Computer Science SGAD Khadoor Sahib	SGAD Khadoor Sahib	Msc IT

No file uploaded.

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

Items	Number of students selected/ qualifying

No Data Entered/Not Applicable !!!

No file uploaded.

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

Activity	Level	Number of Participants
Annual Function	Institute Level	300
Teej Festival	Institute Level	130
Women Day	Institute Level	90
Sports MEET	Institute Level	210
No file uploaded.		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Contribution of the Student Council in Academic Administration 1. Coordination in day to day academic activities at their level 2. Coordination in communicating the information between students and Teaching faculty 3. Coordination in conducting special events like Spectrum etc. 4. Coordination in organizing Cultural events 5. Coordination in organizing Sports Games for the students 6. Coordination in arranging Industrial Visits for the students 7. Coordination in inviting the external guest speakers and organizing the Seminars Workshops. It provides necessary support to the council members in organizing coordinating the events. It encourages the students to develop their leadership skills through these activities. Student members in this council can become real heroes and competent managers in future by learning all these skills.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

150

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Alumni participation in activities of SGAD 1. They are actively interacted with existing students and they gave their suggestions and support to the development of Alumni Association. 2. Alumni wish to cherish and develop the close association of our ex-students with the present students thereby helping

the students to grow and develop further. 3. They have Fully Enjoyed Tea and Snacks with all the Faculties and HOD. Suggestions from the Alumni for the development of Institution. Alumni members are suggested to: 1. Conducting Job fair in Campus. 2. Contribution from alumni members. 3. Services to college (Seminars, workshops and industrial visits). 4. Alumni Chapter Development. 5. Interaction with present faculties with passed out students.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Practices of decentralization and participative management during 2017-2018 Institution focuses keen on decentralization by intending equal opportunity (equal role to participate is the functioning of the Institution management comprises of management committee, college governing council and each committee has been provided with specific functions cater to the needs of institution for the ongoing progress and development of the Institution. 1. Principal Level Principal is the member secretary of the governing body and chairperson of the IQAC. The Principal in consultation with the Teachers of different committees for planning and Implementation of different academic, student administration and related policies. All academic and operational policies are based on the unanimous decision of the governing body, the IQAC and the teachers of the college. ? Internal Quality Assurance Cell (IQAC) ? Library Management Committee ? NSS Committee , Extension Activities Students Welfare Committee ? Annual Prize Distribution Committee ? Publicity Public Relation Establishment Committee ? Prospectus Committee ? U.G.C. Affairs Committee ? Website Development committee Following committees are constituted in accordance to government guidelines: ? Time Table Committee ? Admission Committee ? Anti-Ragging Committee 2. Faculty level Faculty members are given representation in various committees/cells nominated by the principal and the Governing body, in the IQAC and other committees. Every year, the composition of different committees is changed to ensure a uniform exposure of duties for academic and professional development of faculty members. Following are the different sub-committees which have been nominated by Principal and ? Placement and career counseling cell ? Discipline Maintenance committee ? Event Management committee ? College Infrastructure Cleanliness, Girls Common Room ,Water Supply maintenance cell (Formerly Staff Room Cell) ? SC/ST Equal Opportunity Committee ? Class Room Mentors ? Disaster Management Committee ? Wall paper Committee ? Teacher- Parent Meet Committee ? Examination (University College Level)Committee ? Health Centre Committee 3. Students Level:- For the development of students, various cells and clubs are established at college level. Students are empowered to play important role in different activities. Functioning of different roles and responsibilities at various clubs and committees for further reinforces .decentralization ? Cultural Secretary ? Boys common room secretary ? Girls common room secretary ? Students welfare and social services secretary ? Canteen maintenance secretary ? Departmental association responsibilities ? Computer centre maintenance responsibilities ? Anti ragging Committee members responsibilities 4. Non Teaching Staff Level:- Non teaching staffs also represents in the governing body and the IQAC. Suggestion of nonteaching staff are considered while framing policies or taking important decisions. 5. Operational level: The Principal and faculty members interact with government and external agencies faculty members maintain interactions with the concerned departments of affiliating university. Students and office staff join hands with the Principal and faculty for the execution of different academic, administrative, extension related, co- and extracurricular activities.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	Curriculum is being developed by the Guru Nanak Dev University, Amritsar. For the proper implementation of this developed curriculum Lesson Plan and Course Plan is prepared by Faculty of concerned departments and its implementation is reviewed by academic council
Teaching and Learning	We are participating in Model Based Teaching by institute Level. To engage with ICT Tools For Teaching and Learning Methodology. The faculty members identify the advanced learners. Promising students are encouraged to participate in a widerange of academic events, organized by the College or other institutions. The details on the academic performance of the students is collected through attendance and class tests are analysed. Students Remedial System is followed for giving special coaching to slow learners. Teachers attend Orientation and refresher course for enriching their capabilities. Awareness programmes are conducted by various departments and clubs
Examination and Evaluation	We are Conducting House test twice in a year Along with Monthly test Evaluation Process is performed by Exchanging the Faculty Mentors.
Library, ICT and Physical Infrastructure / Instrumentation	Internet facility is available in the Library for accessing the N-List journal. Students and faculty members are encouraged to utilize the available library resources. Institute also has the inflibnet facility to access various e-journals and e-resources.
Admission of Students	Every year We advertise about the different courses run by the college and Facilities . At the time of admission, College provide proper Career Counselling to the students for choosing the relevent streams. Admission process is carried out as per government policies.

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

E-governace area	Details
Planning and Development	To use ICT in the process of planning

	college-events and activities, institute uses personal e-mails .Important notices and reports are also circulated via e-mails and College Website.
Administration	To achieve the target of Paperless IQAC , committee members of it started using Google facilities like Google sheet :- For data collection from Various Departments. Google Docs :- To prepare notices and activity reports. Google Forms :- To prepare Feedback forms and get Online feedbacks of Students, Parents. Google Drives :- To keep all department wise proofs. The college has Biometric attendance for teaching and non-teaching staff.
Finance and Accounts	With the aim to produce immediate information in finance and Accounts i.e."Busy Software"
Student Admission and Support	To achieve the target of Paperless Admission Process , committee members of it started using Google facilities like Google sheet :- For data collection from Various Students . Google Forms :- To prepare Feedback forms and get Online feedbacks of Students, Parents. Google Drives :- To keep all department wise proofs. To provide the other e- content by using College Website.
Examination	To achieve Paperless Examination uses various Google Services or open Source applications like (google classroom, google forms , Zoom , G meet etc)

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
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2017	Google Cloud apps use in teaching and learning	Google Cloud apps use in admin office	11/12/2017	15/12/2017	30	6
2018	How to create Course plan and lesson plan effectively	Workshop on busy software	12/03/2018	16/03/2018	32	6
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
No file uploaded.				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
No Data Entered/Not Applicable !!!			

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
EPF	EPF	SC/ST and minority scholarship

6.4 – Financial Management and Resource Mobilization

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

Internal and external financial audits regularly Performed By the diifferent Panels. Internal Audit is Performed by internal committee then furthur verified by Authorised Chartered Accountant. External Audit is held by DPI (C) Authorities for the verification of grants that are issued by them.
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6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Grants received from management	422705	College work
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6.4.3 – Total corpus fund generated

14373572

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	GNDU	Yes	Faculty members audit committee
Administrative	Yes	GNDU	Yes	Managing committee members

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

1. Regular parent -teacher meet to discuss about the educational progress of the students. 2. Suggestions regarding academic and administrative reforms are heartily welcomed and implemented. 3. Parents support to promote social responsibility among students.

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

EPF facility is provided to regular members of support staff. Medical checkup facility is also provided to all members of support staff once in a year.

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

1. Encourage to use virtual learning resources 2. Promote research activities. 3. Encourage faculty to pursue Ph.D

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2017	Guest lecture	08/05/2017	16/05/2017	16/05/2017	65
2017	Science Exhibition	19/09/2017	27/09/2017	27/09/2017	60
2018	Swacch Bharat Abhiyan	12/06/2018	11/07/2018	11/07/2018	100
2018	WORKSHOP on Pot making and fabric painting	13/03/2018	16/04/2018	20/04/2018	20

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Women day	08/03/2018	08/03/2018	90	51
Self-Defense Workshop for girls organized by NSS	08/05/2018	10/05/2018	40	Nil
Awareness Program on Women Safety	06/11/2017	06/11/2017	53	42

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

Percentage of power requirement of the University met by the renewable energy sources
Solar Panels have Already been installed in the campus that cover approx 20 Consumption.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	2
Physical facilities	Yes	2
Rest Rooms	Yes	2
Scribes for examination	Yes	1
Any other similar facility	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2017	3	2	17/10/2017	1	Street play on drug abuse	Social responsibility	30
2017	4	3	22/12/2017	1	Blood Donation Camp	Social responsibility	30
2018	3	3	12/02/2018	1	Traffic Safety Program	Social responsibility	40
2018	4	3	13/03/2018	3	Workshop of communication	Personality development	110

skills

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of conduct for the students	11/07/2017	The code of conduct for students is available in the college prospectus which is published at the onset of each academic year
JAP TAP	09/07/2018	College magazine

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Blood Donation Camps	22/12/2017	22/12/2017	30
Seminar on domestic violence	14/03/2018	14/03/2018	35

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

The college adopts environment friendly practices and takes necessary steps such as rain water harvesting, waste recycling, Plantation etc

- Water Harvesting • Rain water of main Girls lawn is collected and also enters the bore well for ground water recharging.
- Plantation • The college has planted about 5000 ornamental, seasonal, medicinal plants and organic vegetables.
- Waste Management • Students of the Department of Fashion Designing use leftover pieces of fabric to make innovative garments, utility items and jewelry pieces.
- Tree Conservation • Latest printers, having the facility of double-sided printing have been added to save paper and conserve trees. Similarly, maximum data is maintained in digital form to save papers and conserve trees. SMS service used for general messages/ notices is another initiative taken in this regard.
- Carbon Neutrality • The college has invested in green technologies such as solar power, water harvesting to reduce its carbon footprint

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

I Best Practice 1. Title of the Practice: Promotion of universal values among students. 2.Objectives of the Practice: In today's world, where majority of the people are pursuing only self interests relentlessly, the institution recognises the need to inculcate universal values like promotion of truth, selflessness, righteousness etc. The value education cell of our college is working with this goal. 3.context: The value education cell inculcates among the students. a) harmonious development of body, mind and soul and promotion of universal values. b)Cultivate inner calmness-a way to peace c) to help others d) to preach and practice truthfulness. e) to deal with academic and emotional stress by tapping their inner sources of strength. f) to develop a positive attitude The practice: The cell has organised the following activities. a)A class on moral values b) Counselling sessions to inculcate human values. c) Psychological counselling of girl students in commemoration of International Woman's Day. d) A programme on promotion of universal values e) A counselling session of students. Evidence of Success: Students are increasingly taking interest in this practice. They are regularly attending these classes despite

their packed schedule of usual classes. Problem encountered: i) Shortage of infrastructural facilities: A separate room is needed to hold these classes. ii) Shortage of manpower: There are few full time teachers to inculcate these values in students which is a constraint. Resources required: Removal of infrastructural bottlenecks and more manpower will help to strengthen this practice further. II Best Practice Title of the Practice: Plantation Programme Objectives of the Practice It has been observing by the people that nature has been changing itself very tremendously as we are responsible for this change because of building and constructive more and more cities and town. So, the nature has unbalanced and disturbed that's why the combination of oxygen has ruined. Therefore, now we have to maintain this balance by following the given points :-

- To ensure more plantation of different fruits and other useful plants trees.
- Plantation programme can become more popular. So, it is the duty of ours to promote more and more students to come forward.
- To enhance the values of plants environment among the students.

The Context The very noble objective of "Plantation programme is to save protect to the environment by plantation work" with under given points:-

- To rising up the level of the student thinking regarding plantation work.
- To ensure the sincerity of the students regarding the values of trees plants.
- To inculcate the programme of plantation can change the heart hobbies of students to produce more and more oxygen.
- For the maintenance the cycle of the nature for up-gradation of the environment.

The Practice It is very important to plant more and more trees, herbs and climbers because these are the carriers of rain and cloud. Only the nature has capacity to turn up the balance of nature to produce more and more oxygen, but it is only possible when our surroundings are full of trees and plants. Such type of programme is only possible when our new generation become more more sincere and active towards plantation programme. If our programme of plantation makes the points of success, it is sure and certain that our nature will be in balance and the life of the people can be happy prosperous. So, we should plant more more trees and protect them for the future of new generation. Evidence of Success Our efforts of plantation work provoke the heart of the students and inspired them to go quickly on the path of plantation for the balance of the nature up-gradation of environment. It is the result of the programme that more than 70 student participated in the programme of the plantation started by college with the help of KAAR SEWA KHADUR SAHIB.As soon as possible to 250 plants has been planted by the students in various different areas. Now we hoping that after this raining season, these planted trees will provide us feelings of true nature beauty of the nature. Problems Encountered and Resources Required Some students were too naughty that they avoid the programme and deny such types of activities, but our learned scholars faculties convinced them and ultimately they agreed for the plantation work and realized the value and importance of the nature and environment. Not enough, but they also planted more more plants and take an oath for the protection of the plants for the balance of nature.

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

<http://sgadcollege.in/igac.html>

7.3 – Institutional Distinctiveness

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

Vision and mission of college is as under : Vision • To impart higher education, incorporating career orientation, scientific temper and ethical living among the youth of this region Mission • To develop communication skills and computer literacy to match the professional needs of the contemporary society • To encourage the students for vocational education in order to combat

unemployment • To promote emancipation of girls to make them equal and effective partners in society • To create a drug free society and a healthy life style • To promote the moral values taught by Sikh Gurus and live accordingly • To create an egalitarian society promoting upliftment of all sections of society • To spread education without earning profit The distinctive areas covered with thrust in this year are : Scientific temper and imparting ethical living among youth. • To impart scientific temper in students various science workshops are held through which students learn through various models thus it becomes easy for them to learn concepts. Also science exhibition is organised by science department in which students develop various science models. • To impart ethical living among youth various activities like student mentoring system, lectures on human values, counselling sessions etc are being organised by value education cell.

Provide the weblink of the institution

<http://sqadcollege.in/igac.html>

8.Future Plans of Actions for Next Academic Year

1. Organization of various seminars, workshops and faculty development program.
2. Planning more collaborations in the next session
3. Purchase of new state of the art computers with latest configuration keeping in view the new trends.
4. Purchase of new books for the enrichment of the knowledge of the library users.
5. Lab upgradation of various departments to improve teaching-learning process.
6. Implementation of ICT.
7. To have more industry academic interface so that there is more corporate participation in academics.