



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		SRI GURU ANGAD DEV COLLEGE
Name of the head of the Institution		Dr. Kanwaljit Singh
Designation		Principal (in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		01859237226
Mobile no.		7814451512
Registered Email		principalsgad@gmail.com
Alternate Email		principalsgad@yahoo.co.in
Address		khadur sahib
City/Town		khadur sahib
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	Prof. Rohit Sharma
Phone no/Alternate Phone no.	01859237226
Mobile no.	8283819697
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 motivate teaching staff for research work and research publication	12-Jul-2019 1	8
To take more initiatives in order to enhance the	12-Jul-2019 1	8

strength		
To organize departmental seminars and workshops	12-Jul-2019 1	8
To take more efforts to encourage the students to participate in the curricular activities	12-Jul-2019 1	8
No Files Uploaded !!!		

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	2019 365	6935538
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 motivate teaching staff for research work and research publication. To take more initiatives in order to enhance the strength.

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:	No
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): Library (OPAC), Admission, Accounts.

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 !!!		
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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 !!!		
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1.3.2 – Field Projects / Internships under taken 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

Feedback about the infrastructural facilities are taken from the final year students at the end of the program for improving the lab facilities, if any. The feedback so obtained is analyzed for further improvement. Feedback from the parents are taken by interacting with them during Parent Teacher Meet. Feedback is taken from alumni for suggestions or improvements in the curriculum. Feedback from the final year students are taken for their suggestions in improving the curriculum. Feedback from faculties are also taken for their suggestions in syllabus revision. SGAD team conducts the exercise of student feedback every year. The feedback is taken from students in order to analyse and implement as per their needs. Also, feedback is taken from experts and external examiners on quality of our students. Based on the faculty feedback the probationers and regular faculty are counseled for the lacunae. Based on the above feedbacks and suggestions received we take corrective actions to complete the loop.

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
2019	536	28	45	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	Number of smart classrooms	E-resources and techniques used
45	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)

In our institution, carrier guidance cell is established, for a better and effective relationship between student and teacher and also continuously monitor, council and guide students in educational and personal matter. All teachers work as mentors for students allotted to them. The students must feel to confide in their mentors. This is a continuous process till the end of academic career of student. The aim of student mentor-ship is – 1. To enhance teacher –student relationship. 2. To enhance student’s academic performance and attendance. 3. To minimize student’s dropout ratio. 4. To monitor the student’s regularity and discipline. 5. To enable the parents

to know about the performance of regularity of wards. The IQAC had taken the initiative of implementing the mentoring of students. Students are based on the streams of studies and also according to their core subjects. It is the practice of mentors to meet students individually or in groups. In isolated cases parents are called for counseling and their special meeting with the principal at the suggestion of the mentor.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
616	45	1:14

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 !!!			
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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)

The institute has reformed the continuous internal evaluation system from faculty centric to student centric. The Institute Exam cell framed guidelines for conducting the CIE in line with calendar of the GNDU and the Institutions. As per the guidelines, the following reforms have been carried out effectively conducting CIE: 1. Scheduling of Internal Examination, Seating arrangements, hall invigilators listed for every examination. 2. Scrutiny of the prepared question paper is carried out by HoD/ Subject expert to ensure quality of the Question paper. 3. Monitoring the attendance of the students for the Examination. 4. Internal Assessment has to be carried out within the stipulated time. 5. After completion of the internal examination, the faculty evaluate the answer scripts and distribute to the students for doubt clarifications or re-correction. The faculty submits the re-corrected scripts to the examination branch and marks are displayed on the notice board. 6. Result review meetings are conducted with result analysis and the remedial actions for further improvements are arrived after discussion with faculty, HoD and Principal. 7. Upload of assessment marks in university web portal and subsequently communicated to parents. The evaluation for theory courses are assessed in direct mode (80) covering both internal and university examinations and indir The evaluation for laboratory courses are assessed in the similar pattern

followed for theory courses. For each laboratory sessions, the student is assessed through viva questions, observations.

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 !!!				
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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
5 Day Workshop on PHP Development by Industry Experts	Dept Of Computer Science	11/02/2020
Industraial Visit in OCM Textile Industry	Dept of Fashion Designing	16/09/2019
5 Days Workshop on Moral Values	Nish-e-sikhi Charitable Trust	25/12/2020

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)
National	Political Science	1	Nil
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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 !!!	
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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	Nil	4	2	5

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
Red Cross Day	NSS/ NCC	5	110
environmental Day	College women Cell and NSS	8	80
Yoga Day	NSS	4	60
Swachh Bharat	NSS	8	110
Flag Day	NCC	4	80
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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
No Data Entered/Not Applicable !!!			
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/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!				
View File				

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 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
5	4.85

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Laboratories	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Video Centre	Existing
Classrooms with Wi-Fi OR LAN	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
Orbit EZLIB	Fully	2019	2012

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	9724	1238880	49	15055	9773	1253935
Reference Books	10861	1216666	121	34294	10982	1250960
e-Books	164300	Nill	164300	Nill	328600	Nill
e-Journals	6000	5900	6000	Nill	12000	5900
Journals	241	116219	39	19132	280	135351
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	Date of launching e-
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		is developed	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	65	2	65	6	6	5	15	5	1
Added	1	0	0	0	0	0	0	0	0
Total	66	2	65	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
SGAD e-Centre (Interactive board, headphones, Video Camera, Mic, Projector)	http://sgadcollege.in/videocenter.html

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
48	47	6	6

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.

During the session 2016-17 college participated in Rugby, Kabaddi inter-collegiate championship. • 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 incharge. 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/iqac.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	Nil	Nil	Nil
Financial Support from Other Sources			
a) National	Nil	Nil	Nil
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 implementation	Number of students enrolled	Agencies involved
Placement cum Career Guidance cell	12/08/2019	60	Institute Level

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	Number of benefited	Number of students who	Number of students placed
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		students for competitive examination	students by career counseling activities	have passed in the comp. exam	
2019	Student enrichment	20	35	1	3
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
5	5	2

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	5	BCom	Commerce	GNDU	MCom
2019	2	BBA	Business Administration	GNDU	MBA
2019	12	BA	Arts	GNDU Different Colleges	PG in different Subjects
2019	7	BSc(Comp Sci/ Non-Med/ Eco)	Science	GNDU	PG in different Subjects
2019	10	BCA	Computer Science	SGAD College Khadur Sahib	MCA & MSc IT
2019	2	BSc IT	Computer Science	SGAD College Khadur 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
Zonal Youth Festival	Zonal Level	450
Sports Meet	Institute Level	120
Web Designing	Institution Level	35
Women Day	Institution Level	70
Book Exhibition	Institution Level	150
Mock Set up of Pvt. Ltd. Company	Institution Level	100
Competition on "Best out of waste"	Institute Level	30

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)

Student's council provides an opportunity to students to develop their leadership skills through active participation in college administration and students collaboration. The student council is expected to perform following functions: 1. Organizing cultural activities and sports activities for students. 2. Communicating problems faced by students to Principal and management of college. 3. To promote and encourage the involvement of students in organizing College activities. 4. Maintaining college campus clean and green. 5. Participation in extension activities like Voters Awareness Programme, Swachh Bharat Abhiyan, Tree Planation, Yoga Day, Blood Donation etc. 6. They give their suggestions for purchase of magazines for library. The following committees have student representatives: 1. Students Council 2. Anti-Ragging Committee 3. Sports Committee 4. NSS Committee 5. Alumni Association

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

60

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

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

On the suggestion of IQAC, One Alumni meet is organized every year and on the basis of the feedback received by Alumni Members necessary refinements are conducted at Institution Level.

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)

The institution has a practice of participative management. The college provides the better opportunity to all the participating in the decision making process, the college administrative and academic structure is in a manner to make the decision by participative arrangement. Principal is the administrative and academic Head, followed by voice principal and department heads. The principal meetings of the department are held often consider the recommendations are sent to the principal, the principal in consultation with all department heads the final decision is arrived at. On administrative ground the Principal is followed by the Registrar and office superintendent. The Principal, Heads of the departments, teaching and non teaching faculty along with student union members, class student representatives together concentrate on fostering the progress of institution by sharing the responsibilities and participate growth of institution and to act according to the aims and objectives 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), NSS Committee , Extension Activities Students Welfare Committee, Annual Prize Distribution Committee, Publicity Public Relation Establishment Committee, Prospectus Committee, Website Development committee, College Annual Magazine Committee: Environment Awareness ,Green Audit and Garden committee, Alumni Association Monitoring Committee, Students Grievance Redressal Committee, College Students Monitoring Committee, Sports Committee, Educational Tours, Result Analysis, Students Seminar and project committee Following committees are constituted in accordance to government guidelines: Time Table Committee, Admission Committee, Research Monitoring Committee, Sexual Harassment Prevention Women's Grievance Redressal 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: Placement and career counselling cell, Discipline Maintenance committee, College Infrastructure Cleanliness, Girls Common Room ,Water Supply maintenance cell, SC/ST Equal Opportunity Committee, Teacher-Parent Meet Committee, Examination (University College Level) 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, Students welfare and social services secretary, Anti ragging Committee members responsibilities.

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
Research and Development	students are encouraged to develop a research interest at the under graduate and post graduate level. Number of teachers participating in various bodies of the Institution. Teachers attend Orientation and refresher course for enriching their capabilities. Mathematics department has been upgraded into a research center.
Curriculum Development	The institute is affiliated to the GNDU therefore follows the syllabus designed by the University. However, the University representatives of our institute other faculty members give inputs in the syllabus revision process. . In addition to the syllabus we believe in holistic development of the students. We have formed IQAC for the purpose.
Teaching and Learning	The college has always aimed at effective curriculum delivery through a well-planned teaching-learning process. Teaching plans are based on an academic calendar. Multimedia teaching aids and ICT supplement the teaching-learning process. Special lectures are organized featuring faculty members and other experts from different institutions.
Examination and Evaluation	The College follows the scheme of university examinations. Continuous Internal Assessments are conducted regularly. The schedule of internal examinations is made known to students in the beginning of the year through the College calendar and timely reminders are given from time to time through announcements and Notice-board.

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

E-governance area	Details
Planning and Development	To achieve the target of e-governance in the process of planning the resolutions taken by top management are informed to college administration via emails.
Administration	Office automation is done through which we are able to produce staff and students detail, TC, Bonafide certificate, Online Chellan to pay college fee, ID cards, etc

Finance and Accounts	The accounts of the institution are maintained through the Busy software
Student Admission and Support	The institute strictly does admissions as per GNDU and Government rules. As the students come from diverse backgrounds they are eligible for scholarships free ships as per govt rules. The institute supports the students throughout the course duration through grooming them with aptitude / soft skills, supporting them financially for projects, paper publications, supporting them for sports other cultural activities.
Examination	To achieve Paperless Examination uses various Google Services or open Source applications like (google classroom, google forms , Zoom , G meet etc). Academic cell of College Examination oversees the complete process of examination under the guidance of the examination controller of the institution.

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)
2019	Examination Training (Online and Offline)	Training on advanced excel features	09/12/2019	11/12/2019	25	5
2020	computer literacy	Workshop on busy software	11/03/2020	13/03/2020	28	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 !!!				
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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 scholarships

6.4 – Financial Management and Resource Mobilization

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

<p>The Institution has established a mechanism for conducting internal and external audits on the financial transactions every year to ensure financial compliance. 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. Internal and external financial audits regularly Performed By the different Panel Internal Audit performed by internal committee then further verified by authorized Chartered Accountant. External Audit is held by DPI (C) Authorities for the verification of grants that are issued by them.</p>
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6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Grants received from management	50000	Maintenance
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6.4.3 – Total corpus fund generated

17284830

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	Nil	college managing committee
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6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Different Departments hold regular meetings with Parents, To provide them feedback about the progress and shortfalls of their wards. Encourage the students to come college regularly. Parents offered support in improvement of colleges academic environment.

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

1. EPF facility 2. medical checkup support once a year

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

1.To organize National conference by different departments 2. To upgrade College Website with more new features and effective interface. 3. Renovate of Laboratory and Library

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	No
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
2019	to motivate teaching staff for research work and research publication	12/07/2019	15/07/2019	16/03/2020	8
2019	To take more initiatives in order to enhance the strength	12/07/2019	15/07/2019	16/03/2020	8
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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
Abuse and Addictions	12/08/2019	12/08/2019	40	70

Skill Development	20/09/2019	21/09/2019	80	100
Handling Stress	01/11/2019	01/11/2019	60	80
Personal Grooming	06/02/2020	06/02/2020	70	50
Women Entrepreneurs	03/03/2020	04/03/2020	80	35

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
Make an initiative to save our power resources and use more renewable resources to meet the power requirements of the institution. Solar Panels have Already been installed in the campus that cover approx. 20 Consumption. Make an initiative to reuse waste materials. Rain water harvesting structures and utilization in the College campus.

7.1.3 – Differently abled (Divyangjan) friendliness

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

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	4	2	08/08/2019	2	Voter Awareness Programm	Social Responsibility	100
2019	3	2	12/08/2019	2	Swatch Bharat Abhiyan	Social responsibility	60
2019	2	1	06/09/2019	1	Workshops on English Communication Skills	Personality Development	70
2019	1	1	02/11/2019	1	Eradication of Superstitions	Social responsibility	80
2020	1	1	25/01/2020	1	Workshop	Personality Deve	60

					on Cake Making	lopment	
2020	2	1	14/02/2020	2	Cleanliness Programme	Social Responsibility	100
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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)
Jap Tap	22/07/2019	College publish its Editorial Magazine every year which contains editorial notes of different Faculty members as well as write up of students which develop moral values in students.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Essay Competition on Corruption Free India	10/08/2019	10/08/2019	50
Teachers Day celebrations	05/09/2019	05/09/2019	120
Donation Drive on childrens Day at Orphanage Home	14/11/2019	14/11/2019	60
Poster Making competition on Reuse and Recycle our resources	05/02/2020	05/02/2020	50
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Reduce printing by reading on-screen. 2. Stop buying bottled water. 3. Refuse, reduce, reuse or recycle. 4. Be smarter with your water usage. 5. To collect roof top rain water to minimize the withdrawal from ground water and is used for ground water recharge.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice I Title of the Practice: Promotion of Higher Education among Rural Students. Objectives of the Practice - 1. No development without education - A well educated population, adequately equipped with knowledge and skill not only help the economic growth but it also help in inclusive growth. 2. Educational deprivation divides societies and consolidates unjust structures - There is a huge gap of literacy rate between rural and urban areas, between general and category students and hence rural and backward population will not be engaged in development process which will not bear the desired fruits. The Context- The importance of education in human growth is inevitable. Education is the right of every individual irrespective of gender, race, income, geographic location, culture or background. India as a developing nation has

been systematically progressing on the educational front since its independence and has seen an appreciable surge in reaching out to all the classes of its society. The accelerated growth in the field of education will help in building Nation's strength. An overwhelming demographic divide still persists in the accessing quality higher education with several communities still remaining under represented, contradicting the very objective of equity within the social growth of the country. SGAD College took a small step in helping achieving the social growth by promoting the importance of higher education among rural students. SGAD College conducted several lectures on career guidance, career opportunities, personal development and many more to motivate the rural peers of the society. The Practice- SGAD College understood the importance of higher education amongst the rural students. So we conducted a series of sessions for them and could monitor the increase in number of students from rural students.

Evidence of Success- On a close scrutiny of general statistics of employment in India, one cannot fail to observe that in most instances the higher level positions which contain fewer numbers continue to be held by urban population. The rural population can hold these positions when highly qualified. SGAD College was successful in reaching to the untraced peers of the society to a large extent by introducing, updating and motivating them for the higher educational programs and opportunities.

Problems Encountered and Resources Required- There are some problems faced while promoting the higher education among rural students. The students from rural areas are reluctant to go for higher education due to social, cultural, economic and psychographic factors. While motivating these students care has to be taken to address these factors and help them to overcome them. The faculty members have to reach to their level to make them understand about the benefits of higher education. Travelling to their place and interacting with them is a treat but sometimes it is very tiring and strenuous. The response received from these students makes the interaction fruitful and productive.

Best Practice II Title of the Practice- Institute Loyalty Referring Siblings/ relatives / Friends for Admissions. Objectives of the Practice - 1. The Institute seeks to leverage existing students to bring new students into the fold. 2. Existing students understand the benefits of taking admission in the Institute and they often know other people who could benefit from the Institute. 3. The students may generate a sense of goodwill from the referred friend, who may return the favor in the future. The Context- The students are given some incentives in tuition fee credit in return of referring a sibling, relative, friend for admission. We at SGAD College carry student marketing campaign and also the students refer new students. We believe that the existing students have a perception towards the Institute's resources like faculty, infrastructure, placement record, brand image etc. and thus use positive word of mouth for the Institute. This perception is passed to the new students by referring them through word of mouth. Not only are students our best spokespeople they understand what is involved in the programs as well as the benefits of taking them and they also know other people who could benefit by taking admission at SGAD College. Our existing students have a good relationship with the Institute which is generated by psychological and emotional bonds.

The Practice- The students at SGAD College are perhaps the ideal candidate who is ambitious and has come to appreciate the value of career training in a competitive job market. Chances are they might have siblings, relatives, friends who are willing to take admission. In such cases the satisfied students bring in more students. This referral behavior of the students without any incentives helps create a friendly atmosphere in the Institute. When the students come to the Institute for the first time, they are counseled by our trained staff members. They are given complete information about the course, Institute infrastructure, faculty members, co-curricular and extra-curricular activities and the fee structure. The students are asked to fill the admission form which contains information about the source from where the students got to know about the Institute. The

different sources mentioned are Newspaper, TV, Internet or any other source.

The source through which the students get the information could be their sibling, friend or relative. This information of the source helps us to trace the existing students who are satisfied. Various studies conducted on student's loyalty towards the Institute mentions that the students loyalty depends upon the perceived service quality which leads to satisfaction, trust, commitment and loyalty. The factors which develop the perceived service quality could be human ware and hard ware. Evidence of Success- We at SGAD College try to provide with human ware and hard ware to the students in order to increase the perceived service quality, which increases the satisfaction, trust, commitment and loyalty and fetch with referred new students. Problems Encountered and Resources Required- SGAD College strives hard to maintain the perceived service quality by continuously improving and working on the factors responsible for the satisfaction of the student fraternity. The teaching staff continuously upgrades themselves to help students excel in academics. The admin staff is always helpful for the students for all college related work. The quality of the support facility like canteen maintained as per the standards. The Institute provides with High class infrastructure for the ease and convenience of the students. The Institute tries to build the image and reputation in the minds of the students by balancing all the stakeholders - students, parents, alumni, corporate and society.

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

>The Vision, Mission and Objectives of the institution clearly points towards a value based education based on the curriculum of the affiliating university combining it with the core values attached to Teachings of Sikh Gurus. >The college successfully implemented the semester system which was introduced by GNDU. The focus is on skill development, career oriented programs, industry visit, industry - academia interaction and college have brought all these aspects under curriculum implementation and enrichment. Special attention is given to weak students especially belonging to SC/ST., OBC and minority groups. >The students of SGAD College are not only guided to achieve excellence in the education but are thoroughly equipped with the knowledge of social perseverance and environmental sustainability. It lays special effort on students understanding of current environmental crisis and through its various schemes like energy conservation, waste management, rain water harvesting, plantation drives urges them to become eco friendly citizens. >Social service is a compulsory component for all 3rd students. An active NSS and Social Service Cell organize outreach programmes for the student community. The college rallies round during natural and manmade calamities and is a collection centre for relief materials. Packaging of these by the students and transportation to distribution centres is a part of our commitment. >College in its endeavor to implement its curriculum incorporating its mission and vision with contemporary issues has evolved a number of best practices like Morning Assembly, Co curricular Activities , etc. >Value Education classes once a month for all students are held for all students throughout the year to enable students to discern and make informed choices for life. Soft skills also form part of these classes.

Provide the weblink of the institution

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

8.Future Plans of Actions for Next Academic Year

1. To increase the strength of students. 2. To ensure fair access and affordability of the running courses in the college for all sections of society. 3. To increase the number of smart classrooms in the coming session. 4. To ensure 100 utilization of lecture timings. 5. To introduce industry linkages for the placement of students. 6. To encourage the faculty members for Research work. 7. To conduct great number of seminars and workshops of National importance in the coming session. 8. Library facility will be enhanced by new books E- sources. 9. To develop entrepreneurship skills among students. 10. To organize more extension activities by N.S.S. N.C.C. depts.