



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		KHALSA COLLEGE FOR WOMEN
Name of the head of the Institution		Dr. Manpreet kaur
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		01835050431
Mobile no.		9501114497
Registered Email		kcw_asr@yahoo.co.in
Alternate Email		dr.surinder70@gmail.com
Address		G.T Road, Amritsar
City/Town		Amritsar
State/UT		Punjab
Pincode		143002
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Women
Location	Urban
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Dr. Amarjit kaur
Phone no/Alternate Phone no.	01835050431
Mobile no.	9501114497
Registered Email	kcw_asr@yahoo.co.in
Alternate Email	dr.surinder70@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://kcwasr.org/pdf/aqar_report%202018-19%20accepted.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://kcwasr.org/pdf/Annual%20Calendar%202019-20%20n.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	A	3.36	2009	08-Mar-2009	07-Mar-2014
2	A	3.04	2017	02-May-2017	01-May-2022

6. Date of Establishment of IQAC	06-Oct-2010
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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
quiz competition on National Nutrition week	20-Sep-2019 1	57

Inter Departmental discussion on theme	08-Mar-2020 1	150
celebrate the 550th birth anniversary of Guru Nanak Dev ji,	20-Aug-2020 1	50
quiz and Debate competition on the Theme: Green Diwali, Clean Diwali	26-Oct-2019 1	290
Career Vision	25-Jan-2020 1	620
Faculty Development programme on	23-Jun-2020 7	28
Students Induction Programme	30-Jul-2019 7	250
Guest Lecture on Job prospects in Banking Sector	17-Aug-2019 1	150
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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
Khalsa College of women, Amritsar	NSS	GNDU	2020 365	45000
Khalsa College of women, Amritsar	ICSSR	ICSSR	2020 730	15000
Khalsa College of women, Amritsar	IMPRESS	ICSSR	2020 730	330000
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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?	Yes
If yes, mention the amount	35000
Year	2020

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

1. Student Induction Programme 2. Talent Hunt for the Students 3. Career Vision to provide vocational guidance to the students 4. Alumni Meet 5. Celebration of 50th Anniversary of the College

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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
To finalise academic calendar	The academic calendar was prepared by academic committee and it was reviewed and finalized by the IQAC members.
To plan career vision for the session	Career Vision was successfully conducted on 25/01/2020. And 620 students from various schools attended the programme.
To take the initiative to celebrate Pollution-free Diwali	Various lectures and activities were organised on the theme of Green Diwali. The students were sensitised on the issue of environment pollution to persuade them to celebrate pollution free Diwali. A quiz and Debate competition was organised on the Theme: Green Diwali, Clean Diwali on Oct. 26th 2019.
To focus on Student Centric Activities	Guest Lecture on Job prospects in Banking Sector was organised for the students on 17th August, 2019. A Seminar on "Anaemia in view of POSHAN MAAH" was organised on 18th September 2019 and Mrs Suri was invited to deliver the talk. Visit to Rose Garden for nature study was organised for the students on 18-january-2020 Webinar on Copyrights and Patents was organised on 20th June 2020
To organize Talent Hunt Function in the	For Talent Hunt programme, item wise

College for fresher's	duty was assigned to various faculty members to guide and select the students. It was organised in the month of August 2019. Selection of the students for participation in the Youth Festival was also done.
To conduct Students Induction Programme	With the help of team members, IQAC coordinator conducted students' induction programme for the first year students from 30th July to 3rd Aug. 2019. The incumbents learnt about the institutional policies, processes, practices, culture and values. Around 250 students participate in this programme.
To celebrate 50th Anniversary/Golden Jubilee of the College	A seminar was organised on 15th July 2019 entitled "A Journey of College since 1968" to highlight the achievements of college to celebrate the 50th anniversary of the college
To Discuss Regarding MOU's	Principal informed the committee members that as per the discussion in the meeting that the college has entered into following new MOUs with two different agencies in addition to earlier signed MOU's:
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14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
Khalsa College Charitable Society, Amritsar	15-Oct-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
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16. Whether institutional data submitted to AISHE:	Yes
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Year of Submission	2020
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Date of Submission	24-May-2020
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17. Does the Institution have Management Information System ?	Yes
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If yes, give a brief description and a list of modules currently operational (maximum 500 words)	The college has fully computerized MIS. The entire academic and administrative
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work such as student data, attendance record, leave record, admission process, Electures, examination results, fee collection, staff profile, salary bills and all other administrative data is managed, regulated and coordinated through the Egovernance portal. The library of the college is fully automated. The institutional website acts as a portal to view the updated information on academic and cocurricular planning. In addition to this, other information such as latest developments in the college, student notices and deadlines, facilities provided by the college, student events are regularly being updated in the website to update students Communication between college and management, faculty and administrative office is efficiently handled through egovernance portal. For salary, salary module of egovernance is used to prepare salary and upload salary slips. It keeps the track of all personal details of employees. Most of the administration work i.e. accounting of salary and fee, library work, students' database, staff information, details of infrastructure, Electures and inventory is maintained under egovernance. Egovernance is used to simplify and support routine office functions, improve communication, increase office productivity and enhance the quality of clerical output. Many office tasks including maintenance of stocks, preparation of reports, correspondence, communications, file maintenance, duplication and distribution of written materials, maintenance of books can be facilitated and improved through egovernance software. The college library, hostel, teaching departments and different wings of the institution carry out their working in electronic mode. Students are helped to apply online for various scholarships under different welfare schemes. All financial transactions are electronically recorded and so any record can be viewed easily. Transactions such as University payments, Provident Fund, Income Tax etc. are done online. Remuneration data of teachers on examination duties is forwarded to the university online. Record of the

students admitted to various courses in the first semester is shared with GNDU online. Similarly, absentee list of the students appeared in Final Exams of each semester is sent to GNDU electronically. Marks of practical exams are also communicated to GNDU online. The college regularly conducts monthly tests, house tests and university exams and save all the records on computers. Modules in detail Learning Module: Online Assignments EResources as study material ICT Student Log in: Project Assignment Marks detail Syllabus Study Material Teaching Staff Log in: Records of staff designation, Type and job role Professional Details Human Resources: Archiving of all employee data Online as well as offline application collection with applicant database (a) Short listing (b) Call letter (c) Selection Joining - Teaching Staff database (a) Professional Information (b) Journals/ Publications/ Conference / Seminars Library Module: Book Search Book Issue Finance and Accounts: Cash Book Ledger Balance Sheet CCTV Software: CCTV cameras in classes for fair conduct of examination and maintaining discipline inside classes. For maintaining discipline in campus For maintaining discipline in the college hostel.

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

Although the college follows the curriculum prescribed by the affiliated university. It has been observed that there are some gaps in the syllabi designed by the university. To fill these gaps, extra content is being taught to the concerned class. For example, in commerce, there is no weightage or inclusion of practical aspects of banking, GST, insurance etc. For this purpose, special sessions are being conducted and the services of experts are being utilised. In fashion designing, footwear designing and jewellery designing are not included, but now we have introduced this content for the students of BSc. FD 6th semester. In addition to the prescribed syllabus, students of BSc. Economics are taught practical applications of statistical and quantitative techniques with the latest software. Likewise, Computer Dept. provides extensive training of troubleshooting and maintenance of computer hardware to BCA and BSc. IT. In the same way, the Punjabi department is also providing facilities to learn creative writing. The college adopts strategic plans for effective implementation of the curriculum. Academic processes in the

college are streamlined, with timetables, workloads, and other administrative tasks well in advance of the beginning of the session. The following steps are taken to ensure that the curriculum delivery runs smoothly:

- Distribution of workload and teacher allocation by Head of Departments as per the norms
- Approval of teacher allocation by the Principal
- Time-table Formulation as defined in the Scheme of the Course given by the University
- Departmental meetings are held at the beginning of each academic session to determine departmental responsibilities and ensure effective delivery of the curriculum.

- The online system of teaching is followed through Google classrooms and Google Meet in the prevailing pandemic conditions.
- Power point presentations, video lectures, group discussions, webinars, etc., are followed for effective curriculum delivery.
- Online seminars and extension lectures by experts are arranged by various departments. Apart from regular classes, tutorials or extra classes are held to complete the syllabus in time. Each department has a departmental book bank from which students can borrow books when they are in need. Remedial classes are aimed at supporting learners in small groups so that teachers can provide individual support. Field trips and industrial visits are arranged to add an experiential quotient to the student's understanding. Case-studies, group discussions, surveys, and excursions provide hands-on experience. Various extension and co-curricular activities are also conducted to enlighten the students and make them conscious of the social, cultural, economic, and environmental realities so that they become responsible citizens of the nation. Value-added courses, add-on courses, one-week workshops, and extension lectures have been initiated to impart life skills to the students. All students are encouraged to participate in inter-college competitions to optimise their potential. To provide quality education to the students, our faculty members are encouraged and supported to attend national and international seminars, conferences, orientation, refresher courses, workshops, etc. Faculty members are also encouraged to do a minor or major research project.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
Low Calorie Culinary Arts	Nil	16/07/2019	365	Employability Entrepreneurship	Job avenues in Catering, Bakery and Restaurants
Nil	Advanced Diploma in Aviation Management and Catering	16/07/2019	365	Employability Entrepreneurship	Job avenues in Aviation Management and Catering

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BCom	Financial Services	24/07/2019
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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	Programme Specialization	Date of implementation of
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CBCS		CBCS/Elective Course System
BA	History, Physical Education , Economics, Hindi , Music, Fine Arts	01/07/2019
BA	Elective English , Sociology, Political Science,	01/07/2019
BCom	Financial Services	01/07/2019
BBA	SAPM, Contemporary accounting,	01/07/2019
BSc	non medical, economics, IT, computer science	01/07/2019
MA	punjabi	01/07/2019
MSc	computer science, IT, Fashion Designing	01/07/2019
BVoc	retail management, fashion styling, nutrition and diet planning	01/07/2019
MCom	finance and Marketing	01/07/2019
PGDCA	e commerce and Multimedia	01/07/2019
PG Diploma	financial services	01/07/2019

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

	Certificate	Diploma Course
Number of Students	32	15

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
Basics of Data Analysis	29/07/2019	25
various courses under degree programs	29/07/2019	1067
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1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MSc	Fashion Designing	15
MSc	Information Technology	15
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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

1.4.2 The institution collects feedback on curriculum aspects from different stakeholders, such as students, alumni, and faculty. The feedback forms are prepared by the relevant committees and approved by the IQAC. Feedback from Teachers: Although the college cannot design a syllabus of its own as the syllabus is provided by the affiliating university, i.e., GNDU, but teachers who are the members of the BOS of the university provide feedback regarding any changes required in the curriculum. The feedback from the teachers gave the insight that the syllabus should be practically oriented. Action taken: To strike a fine balance between the theory and the practical, various departments organise visits to industries so that students can get practical training. Apart from these, remedial classes are also conducted on a regular basis for weak students. Feedback from Students Feedback on the curriculum is collected from students by circulating the feedback forms in the tutorial meetings. The analysis shows that the syllabus was completed on time and it is also seen that the syllabus needs to be more relevant and apt for real-life situations. Action taken: Personality development classes are organised to polish the skills of the students so that they can express themselves better. Various experts' lectures and seminars are conducted on topics such as time management, resource management, and leadership skills, etc. Feedback from Alumni The alumni of the college who have moved on to the industry or for higher studies give feedback on how their years at the institution have helped them in their performance at their places of work or study. Alumni meets are organised at regular intervals to collect feedback from them. Most of the alumni were highly appreciative of the college's infrastructure and the environment it provides for learning. They also felt the need for the college to run more skill-based courses. Action taken: Many skill-oriented courses such as 'Low Calorie Culinary Arts' and 'Advanced Diploma in Aviation Management' have been started in the college to develop practical skills in the students so that they can take up the vocations of their choice. Feedback from Employers: Recently, the college has also started the process of getting feedback from various employers who have recruited our students. The feedback received from the employer revealed that they were satisfied with the skills and personality of the students. However, they pointed out that their English language proficiency was not very good. Action taken: According to the feedback received from the employer, special classes in English and Communication Skills have been started in the college. Feedback from Parents The college organises parent-teacher meetings at regular intervals to make the parents aware of the progress of their ward. The feedback gathered from parents revealed that they would like to have more regular input regarding their wards attendance at college. Action taken: Since most of the parents desired that they be provided with more regular feedback about their ward's attendance, they are now given this feedback at more frequent intervals.

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
PGDCA	NIL	120	10	10

MSc	(Fashion Designing & Merchandise)	30	23	23
MSc	(Information Technology)	30	22	22
MSc	(Computer Science)	30	15	15
MA	(Punjabi)	60	8	8
BBA	NIL	60	39	39
BCom	(Regular)	225	62	62
BCA	(Computer Science)	120	30	30
BSc	(Economics, Non-Medical, Computer Science)	450	69	69
BA	NIL	200	128	128
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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	534	116	57	22	22

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
57	57	21	6	6	16
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)

Mentor Mentee Program is an essential component for a successful career as it bridges the gap between the faculties and students. The college has a well- structured mentoring system which provides students emotional and instrumental support, guidance, encouragement and better environment in the college. Through focused interactions with the mentees, the mentors play a vital role in addressing their academic problems and in improving their academic achievements. The mentees approaches the mentors for both educational and personal guidance. It is conducted to help the students to strengthen their varied capabilities and to build an interpersonal relationship between the faculties and students. The college has also a Students Advisory Committee which meets the students on day-to-day basis to listen to their issues and guide them on their overall personality development. It also conducts special sessions regarding college discipline, social responsibilities, anti-ragging, general awareness and so on. The performance of the mentees is regularly examined in curricular

and co-curricular activities. In every department class incharges are appointed to keep record of the attendance and academic performance of the students. The weak students are provided personal attention by the class incharge and practical feedback is also provided to them. The mentors share ideas, communicate knowledge, and help the mentees identify useful resources. Apart from this, the parents are timely informed about the academic progress of their children and they are also advised to provide proper guidance and study environment to their children. Furthermore, remedial teaching is another parameter of the mentoring system which is specifically designed for the weak students. It includes remedial classes, tutorials, mentoring etc. In this system the usual composition and structure of the class is distributed into some homogenous group on the basis of their common learning difficulties and identical weaknesses in the acquisition of the learning experiences in some or the other areas or aspects of the subject. These groups are then taught separately by the same teacher or different teachers according to the nature of difficulties and deficiencies. Bridge courses have been created by the college. As per the initiative taken by the departments the students are divided on the basis of class, subjects into groups of 15-20 students. In this system the mentors meet the students individually to offer guidance and to impart basic knowledge. Peer learning is another key feature of mentoring program as in this more knowledgeable and experienced students guide and assist the less competent ones. Basically it means having the course seniors there to provide support, encouragement, and guidance to the junior and weak students. The students are also guided on professional and career advancement Also college provided an online learning platform to the students during COVID-19 which provided open access to reading materials including recorded lectures, quizzes, interactive forums, pdfs and presentations. Online platform under the guidance of ICT enabled mentors is an ultimate resort for students to cover not only the syllabus but also providing guidance regarding mental and physical health during the COVID-19 pandemic. To sum up, the college provides the mentees a reliable and comprehensive support system, to motivate them to excel in both academic and non-academic fields and to make the most of their life at the college.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
650	57	1:11

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
65	57	8	30	18

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
2019	Dr.Manpreet Kaur	Principal	Teachers Day Award by Amar Swera.
2019	Dr.Jatinder Kaur	Associate Professor	Saraswati Kala Award on International Day Women by Punjab Kesari Group.
2019	Dr.Jatinder Kaur	Associate Professor	Sanman Betiyan Da Award by Great Sports and Cultural Club.
2019	Ms.Ravinder Kaur	Assistant Professor	Award of Best Teacher on Women Day by Central Khalsa Yatim Khana.

2019	Ms.Ravinder Kaur	Assistant Professor	Appreciated by Shri Guru Harkrishan Sr.Sec. School, Amritsar, for conducting a workshop on "Professional Growth of the Teachers".
2019	Ms.Ravinder Kaur	Assistant Professor	Appreciated by Sahodaya Schools Complex, Amritsar, for conducting a workshop for CBSE School teachers.
2019	Dr.Ritu Dhawan	Assistant Professor	Bagged a grant from amounting to Rs.11,00000/- sanctioned under the IMPRESS scheme of ICSSR for major research project entitled "Women in Advertisement
2019	Dr.Ritu Dhawan	Assistant Professor	Got selected for "Bharat Shiksha Rattan Award" by Achievers Association for health and Education Growth, New Delhi
2019	S. Manjit Singh	Assistant Professor	Got appreciation certificate as Resource Person
2019	Dr. Rakesh Mahajan	Assistant Professor	Got appreciation certificate as Resource Person
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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
BA	NIL	I	26/12/2019	03/03/2020
BCA	NIL	I	26/12/2019	03/03/2020
BCom	NIL	I	22/12/2019	25/02/2020
BBA	NIL	I	22/12/2019	14/02/2020
MCom	NIL	I	17/12/2019	13/03/2020

BA	NIL	III	18/12/2019	11/03/2020
BCA	NIL	III	04/01/2020	09/03/2020
BCom	NIL	III	07/01/2020	06/03/2020
BBA	NIL	III	21/12/2019	27/02/2020
MCom	NIL	III	16/12/2019	17/03/2020

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

Many reforms in Continuous Internal Evaluation (CIE) system under guidance of IQAC are made every year based on University Rules and Institute Policy. At the beginning of new semester, the teaching faculty informs and elaborates the syllabus, its objectives and paper pattern to the students. Extra guidelines and counseling is also provided to students by the faculty members from time to time. The faculty members and students are informed about the evaluation reforms suggested by the Affiliated University. The College Examination Committee frames the guidelines for conducting the CIE in line with calendar of the Affiliated University. The Examination Committee also performs various tasks like scheduling of Internal Examination, seating arrangements, preparing the question paper for the internal examination in the prescribed pattern, monitoring the attendance of the students for the Examination and so on. After completion of the internal examination, the faculty evaluates 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. The whole process of Internal Assessment has to be carried out within the stipulated time. Home assignments, seminars, general behavior and attendance are also taken into consideration while awarding internal scores to the students. The project works, seminars are carried out all departments as part of the evaluation process. Through continuous monitoring and evaluation of students on campus, the college identifies students requiring special attention and offers them necessary remedial measures. The college creates a WhatsApp group for each class and for each teaching subject where concerned teachers are also part of the respective group the teacher instantly replies to the queries of the students which keep them motivated.

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

Academic calendar prepared by the Affiliating University is followed by the college. The examinations and other activities are carried on with special emphasis on teaching-learning improvement and general betterment of the students. The prime focus of the calendar is to have maximum working days to complete the syllabus of the students and to make them academically more competent. The admission schedule, commencement of classes, class tests, monthly short term tests, pre-university examinations and various co-curricular and extra-curricular activities are completed according to the academic calendar. Various quiz, group discussions and inter-departmental competitions are regularly conducted in each semester for expanding the knowledge and awareness of the students. Preparatory holidays for better exam preparation and improved academic results are also scheduled at the end of each semester. The students are significantly motivated in the classes to clear their doubts and also to submit their assignment, practical files and project work in time. Various other activities performed by the institution included in calendar are as follows: Picnic / excursions to various places or institutes, Honoring alumni/ eminent persons, Women Day Celebration, Parent Teacher Meetings.

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)

<https://kcwasr.org/pdf/CoursesProgramOutcome.pdf>

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
NIL	BA	NIL	113	74	65.48
NIL	BSc	Economics	32	15	40.62
NIL	BSc	Computer Science	20	13	65
NIL	BSc	Non Medical	18	12	66.66
NIL	BSc	Information Technology	16	14	87.5
NIL	BCA	NIL	28	17	60.71
NIL	BSc	Fashion Designing	29	15	51.72
NIL	BCom	NIL	56	46	82.14
NIL	BBA	NIL	34	26	70.58
NIL	MCom	NIL	26	25	96.15

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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)

[https://kcwasr.org/pdf/Feedback%20Analysis%20\(2019-20\)-converted.pdf](https://kcwasr.org/pdf/Feedback%20Analysis%20(2019-20)-converted.pdf)

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
Major Projects	730	ICSSR	1100000	330000

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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
Workshop on Online Learning during Covid 19	Computer Science	18/05/2020

Seminar on Green Computing	Computer Science	16/01/2020
Seminar on the books Kaav Sirjana and Kachi Mitti	Punjabi	19/01/2020
Workshop on Institute Level Hackathon	IIC	20/01/2020
Seminar on Product Development Phases and Story Telling	IIC	25/01/2020
Conference on Role of Dietitian	Home Science	07/02/2020
Seminar on Hindi kahani ke vivid aayam	Hindi	14/02/2020
Lecture on Vermicomposting in Solid Waste Management	Commerce	20/08/2019
Workshop on Demonstration of Sewing Machine	Fashion Designing	11/02/2020
Workshop on Sahit Utsav te Charya Basant	Punjabi	06/03/2020
Workshop on Computer Hardware and Software	Computer Science	09/07/2019
Presentation on College Achievements- A Journey since 1968	Computer Science	15/07/2019
Workshop on Reading Skills	English	20/07/2019
Talk on Importance of Votes	Political Science	25/01/2020
Workshop on Communication Skills	English	04/03/2020
Lecture on Entrepreneurship Development	Commerce	02/02/2020
Webinar on Online and Distance Teaching - Learning tools for Educators	Commerce	30/06/2020
Workshop on Paper Flower Making	Fine Arts	11/09/2019
Seminar on Anemia and Importance of Balanced Diet for growing girls	Home Science	18/09/2019
Workshop on Lets Talk Innovation	IIC and Computer Science	23/09/2019
Webinar On Current Learning Impacts	Commerce	05/06/2020
Webinar On How To Grow As A Learner	Computer Science	09/06/2020

Webinar Hope Is Decision	Commerce	17/06/2020
Webinar on Copyrights and Patents	IQAC	20/06/2020
Faculty Development Programme on Effective Online Learning Process	Computer Science	23/06/2020
Workshop on Textured Sheets	Home Science and Fashion Designing	01/11/2019
Workshop on Gents Blazer	Fashion Designing	13/11/2019
Seminar on Business Startup	IIC	16/11/2019
Awareness Workshop on NISP	IIC	18/12/2019
Design Thinking Workshop	IIC and Computer Science	19/12/2019
Lecture on the highlights and implications of Union Budget 2020-21	Economics	10/03/2020
Workshop on Institute Level Hackathon	IIC	01/01/2020

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
Appreciation for Conducting Workshop	Ravinder Kaur	Sahodya Schools Complex	08/03/2020	Academics
Sanmaan Betiya Da Award	Dr. Jitender Kaur	Great Sports and Cultural Club	05/09/2019	Cultural
Saraswati Kala Award	Dr. Jitender Kaur	Punjab Kesari Group	08/03/2020	Cultural
Best teacher Award	Dr. Manpreet Kaur	Amar Sawera	05/09/2019	Academics
IIC Golden Star Ranking Four Stars	KCW	MHRD	03/11/2019	INNOVATION

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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
1	Cosmetology Entrepreneurship	SELF	Fashion Styling and Grooming	Entrepreneurship	15/07/2019
1	Fashion Designing Entrepreneurship	Self	Stitching	Entrepreneurship	20/08/2019

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
4	3	0

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

Name of the Department	Number of PhD's Awarded
COMMERCE	1
COMPUTER	2
SOCIOLOGY	1

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	COMMERCE	1	0
National	PUNJABI	1	0
National	SOCIOLOGY	1	0.66
National	Music	2	0
International	COMPUTER SCIENCE	1	1.0
International	Fashion Designing	2	0

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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
Commerce	7
COMPUTER SCIENCE	10
ENGLISH	1
Economics	1
Fashion Designing	2

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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
Twitter usage among Indian Companies: A website content analysis	Rajwinder Kaur	PIMT Review Journal of Research, ISSN: 2278-7925, Volume-12 Issue- 1	2019	0	Punjab Institute of Management and technology Khanna	0
Smart	Sharina	Interdis	2019	2.314	Nil	0

Clothing the future of the Wearable Industry	Mahajan	disciplinary Journal of Contemporary Research. ISSN No. 2393-8358 volume 6				
Smart Clothing the future of the Wearable Industry	Ambika Khurana	Interdisciplinary Journal of Contemporary Research. ISSN No. 2393-8358 volume 6	2019	2.314	Nil	0
Guru Nanak dev ji ke jiwani main sangeet ka mahatva	Jitender kaur	Research journey 49-50 ISSN 2348-7143	2019	0	Prashant publications, jalgaon	0
An Energy Efficient Hybrid PSO Algorithm in Cloud Environment	Ranjandeep Kaur	International Journal of Engineering and Advanced Technology (IJEAT) ISSN: 2249 - 8958, Volume-9 Issue-3, pg. 4067	2020	0	Blue Eyes Intelligence Engineering and Sciences publication	0

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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
Guru Nanak dev ji ke jiwani main sangeet ka mahatva	Jitender Kaur	Research journey 49-50 ISSN 2348-7143	2019	0	0	Khalsa college for Women Amritsar
Smart Clothing the future of the Wearable Industry	Ambika Khurana	Interdisciplinary Journal of Contemporary Research.	2019	0	0	Khalsa college for Women Amritsar

		ISSN No. 2393-8358 volume 6				
Smart Clothing the future of the Wearable Industry	Sharina Mahajan	Interdisciplinary Journal of Contemporary Research. ISSN No. 2393-8358 volume 6	2019	0	0	Khalsa college for Women Amritsar
Twitter usage among Indian Companies: A website content analysis	Rajwinder Kaur	PIMT Review Journal of Research, ISSN: 2278-7925, Volume-12 Issue- 1	2019	0	0	Khalsa college for Women Amritsar
An Energy Efficient Hybrid PSO Algorithm in Cloud Environment	Ranjandeep Kaur	International Journal of Engineering and Advanced Technology (IJEAT) ISSN: 2249 - 8958, Volume-9 Issue-3, pg. 4067	2020	0	0	Khalsa college for Women Amritsar
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	11	78	0	0
Presented papers	4	10	0	0
Resource persons	0	0	0	9
View File				

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
National Nutrition Week	IQAC and Home Science	1	57

Selfie with Guru Campaign	Computer Science	4	60
Talent Hunt	Cultural and Youth Welfare Committee	1	300
Yoga	NSS, RRC	4	60
Kirtan Darbar	Khalsa College Amritsar	1	6
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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
Naitik Sikhya Examination	Grade A Shield and Certificate	Guru Gobind Singh Study Circle	2
Naitik Sikhya Examination	Grade A Shield and Certificate	Guru Gobind Singh Study Circle	13
Naitik Sikhya Examination	Grade A Shield and Certificate	Guru Gobind Singh Study Circle	28
Hackathon	Shortlisted for Grand Finale	MHRD	6
Intercollege Poetry Competition	Third Position	Guru Gobind Singh Study Circle	1
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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, Red Ribbon Club	Campus Cleaning Programme	2	50
Gender Sensitization	Khalsa College of Education Ranjit Avenue Asr	Lecture on Women Empowerment	2	100
Faculty Exchange	Khalsa College of Education GT Road Asr	Extension Lecture on Online Teaching learning Process	2	154
Promotion of Secularism	Khalsa College Charitable Society, Amritsar	Procession Devoted to Guru Nanak Dev Ji's Birthday	59	500
Social Awareness	Khalsa College	Lecture on Environmental	2	80

Amritsar

Issues, Air
Pollution and
Control[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
Kavi darbar on sahit Utsav te Charya Basant by NAAD Pragaas from Feb 25-27,2020	KCW	NIL	1
A lecture on Guru Nanak, Science Religion on 24 Oct, 2019 by Dr. Arvind Dhillon, Prof. in Physical sciences IISER Mohali	KCW	NIL	1
Workshop for CBSE School teachers about the values and attitudes by Mrs Ravinder Kaur Associate Professor KCW Amritsar	Sahodya Schools Complex	NIL	1
A lecture on Shri Guru Nanak Dev ji: life and Teaching by Dr. Inderjit Singh Gogoani Khalsa College Sr. Sec. School for boys Amritsar on Aug 20, 2019	KCW	NIL	1
A lecture on 550 Years of Guru Nanak Dev Ji by Professor Harbhajan Singh Bhattia, School of Punjabi Studies Guru Nanak Dev University, Amritsar on Oct 12, 2019	KCW	NIL	1

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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	Duration From	Duration To	Participant

		/research lab with contact details			
Industrial Visit	Training	Shankar Textile	11/02/2020	11/02/2020	75
Brand Study	Project Work	Mall of Amritsar	10/08/2019	10/08/2019	158
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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
Nikhar Saloon	13/07/2019	Makeup	7
B fashion Boutique	18/07/2019	Stitching	7
Waves Hair and Beauty	01/08/2017	Hair Colour, Rebonding	22
Khalsa College for Education GT Road	10/07/2017	Faculty and Student Exchange	41
Khalsa College of Education Ranjit Avenue Amritsar	10/07/2017	Faculty and Student Exchange	52
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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
20725000	13853262

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Video Centre	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
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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
Egovernance	Fully	1	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	20690	1136871	1300	102321	21990	1239192
Reference Books	176	15080	5	1705	181	16785
e-Books	600	0	50	0	650	0
Journals	18	19500	0	0	18	19500
CD & Video	55	750	15	200	70	950
Library Automation	1	0	0	0	1	0
Others(s pecify)	10	3500	0	0	10	3500
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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
Dr.Chanchal Bala	Aadikaal Ki Visheshtaayein	Video and Media center	16/01/2020
Ms. Sumit Chhabra	Multiplexing	Video and Media center	27/01/2020
Mrs. Kirandeep Kaur	GSM	Video and Media center	04/02/2019
Dr. Pardeep Kaur	Aurat nu Darpesh Chunautiyan: Chintan te Mulankan	Video and Media center	03/02/2020
Dr. Neeru Kapoor	Contract and type of Contract	Video and Media center	07/02/2020
Dr. Jasleen Dua	Female Foeticide	Video and Media center	08/02/2020
Dr. Rakesh Kumar	OOPs Programming	Video and Media center	11/02/2020
Mr. Varun Bal	Essentials of Valid Contract	Video and Media center	13/02/2020
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Co	Computer	Internet	Browsing	Computer	Office	Departme	Available	Others
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	computers	Lab	centers	Centers		nts	Bandwidth (MBPS/GBPS)		
Existing	210	11	50	4	1	2	9	12	0
Added	0	0	0	0	0	0	0	8	0
Total	210	11	50	4	1	2	9	20	0

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

20 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
Technology Lab	https://drive.google.com/file/d/1AqiTawAeux0DGnrHYH5SM3anfzbzXYtxr/view

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
18025000	9847783	2700000	3442527

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)

Infrastructure is a key base for learning. Our institution is having an extensive infrastructure that facilitates the teaching and learning process. Infrastructure include classrooms, laboratories, seminar halls and open fields for games, library, sanitation facilities and others. It also encompasses transportation systems, communication networks, sewage, water, and electric systems. The aim of college management is to impart quality education and to equip the students with necessary infrastructure and learning resources for their overall development. The infrastructure pertaining to physical, academic and support facilities in college are regularly maintained to ensure that they are of maximum benefit to the students as well as teaching and nonteaching staff. The college also has a technologically advanced multimedia hall, gymnasium/multipurpose hall and a conference room for conducting international and national seminars, conferences, workshops, cultural activities etc. For utilizing these facilities the concerned HoDs call for proposals, or follow the time table schedules and submit the same to the principal for approval. After getting the approval, the facilities are utilized for the benefit of students. The college has well equipped modern laboratories, English lab, Fine Arts Lab, and the equipments are upgraded /added periodically. To attend to minor faults, repairs of electricity and sanitation the college have expert workers. Regular maintenance of the facilities is undertaken under the supervision of committees. Furthermore, the institution also has a fully automated library with Inflibnet/ Delnet and wi-fi internet facility. Library has a rich collection of books, journals and magazines. The college library offers reference service to readers. OPAC, CD ROMS, Book Bank facility and e-resources are made accessible through INFLIBNET. The digital library of the college optimally facilitates the use of e-resources. A library committee works

regularly to moderate the functioning of the library. In addition to this, various other committees' coordinate with each other to enable the students to get maximum exposure and participation and to avail various facilities. For an instance, students can avail the medical facilities provided in the campus. A dispensary with doctor is also available in the campus for first aid. Keeping in mind the safety requirements, the institution has a well-established system. The whole campus is under CCTV surveillance and security staff works in shifts to ensure safety. Other than this, an e cofriendly environment is of prime importance in the college. In order to ensure cleanliness of the campus, support staffs are rigorously engaged as per systematic schedule, for the maintenance of the gardens, landscaping, class rooms, labs, corridor, washrooms and other places clean and tidy. The institute has Rain Water Harvesting System, Water Boosting System, Solar Power Grid Installation, and Composting system and it plays an active role in making a green and an eco friendly campus.

<https://kcwasr.org/pdf/4.4.2%20Procedure%20and%20policies.pdf>

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	College Management/Youth Festival/Merit Holder/Father Less/Marks/Concession for Sports Students	308	3493940
Financial Support from Other Sources			
a) National	Post Matric Scholarship for SC, Post Matric Scholarship for Minority, Central Sector Scholarship Scheme, GNDU/National Sports Scholarship	84	1183741
b)International	Dheeian Pukardian Inc.	13	130000
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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
Diploma in Stitching and Tailoring	01/07/2019	10	GNDU, ASR
Diploma in Cosmetology	01/07/2019	22	GNDU, ASR
B.Voc Nutrition Diet Planning	01/07/2019	21	GNDU, ASR

B.Voc Retail Management Information Technology	01/07/2019	12	GNDU, ASR
B.Voc Fashion Style and Grooming	01/07/2019	35	GNDU, ASR
Tutorial Meet	07/09/2019	1073	Institution
Human value development program (Divinity)	22/07/2019	140	Institution
NSS Camp	09/11/2019	90	Institution
Yoga Camp	09/12/2019	180	Institution
Remedial Classes	03/10/2019	135	Institution
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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
2020	Career Vision	0	620	0	0
2019	Career Counselling	60	260	6	90
2019	seminar on Career options after Graduation	120	120	0	0
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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
0	0	0

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
TCS, ICICI Bank, Tec Mahindra, Birla Sunlife,	212	52	SBI Insurance, SSSS School, Kotak Mahindra	40	25

Touchstone, Esfersoft Solutions, , Rubicon			Insurance, Axis Bank, Lakme Salon, Colour Lounge		
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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	Depratment graduated from	Name of institution joined	Name of programme admitted to
2020	1	BA/ B.Sc.	Economics	Khalsa College, ASR	M.A. Eco.
2020	6	BA/ B.Sc.	Economics	GNDU, ASR	M.Sc. Eco.
2020	25	B.Com	Commerce	Khalsa College for Women, Amritsar	M.Com
2020	22	BBA/ B.Com	Commerce	GNDU, ASR	MBA/M.Com
2020	4	B.Sc. FD	Fashion Designing	Khalsa College for Women, Amritsar	M.Sc. FD
2020	2	B.Sc. FD	Fashion Designing	Lovely Prof. University	M.Sc. FD
2020	3	BA	Punjabi	GNDU, ASR	M.A. Punjabi
2020	5	MA	Punjabi	Khalsa College of Education, Ranjit Avenue, ASR	B.Ed
2020	4	BA	English	GNDU, ASR	M.A. Eng.
2020	3	BA/ B.Sc.	Economics	Khalsa College of Education, ASR	B.Ed.

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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
NET	2

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

Activity	Level	Number of Participants
Lok Geet	Zonal Youth Festival at GNDU, ASR	1

Group Shabad	Zonal Youth Festival at GNDU, ASR	6
Athletic	Intercollege Sports competition held at GNDU, Amritsar, 1st position	12
Athletic Team	Intercollege Sports competition held at GNDU, Amritsar, 2nd position	12
Boxing Team	Intercollege Sports competition held at GNDU, Amritsar, 2nd position	10
Football Team	Intercollege Sports competition held at GNDU, Amritsar, 3rd position	20
Kabaddi Team	Intercollege Sports competition held at GNDU, Amritsar, 3rd position	12
Volleyball Team	Intercollege Sports competition held at GNDU, Amritsar, 2nd position	12
Softball Team	Intercollege Sports competition held at GNDU, Amritsar, 2nd position	18
Handball Team	Intercollege Sports competition held at GNDU, Amritsar, 3rd position	16
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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
2019	Federation Cup, Andhra Pradesh, Bronze Medal	National	1	0	4712	Manpreet Kaur
2019	All India Inter-University held at Sagrur Silver Medal	National	1	0	4712	Manpreet Kaur
2019	All India Inter-University held at	National	1	0	1710	Poonam

	Sagrur Bronze Medal					
2019	Federation Cup held at Andhra Pradesh, Bronze Medal	National	1	0	1710	Poonam
2019	Federation Cup held at Andhra Pradesh, Bronze Medal	National	1	0	4713	Simrandeep Kaur
2019	Federation Cup held at Andhra Pradesh, Bronze Medal	National	1	0	446	Sonia
2019	All India Inte r-Universi ty held at Sagrur Silver Medal	National	1	0	1749	Sukhmand eep Kaur
2019	All India Inte r-Universi ty held at Sagrur Silver Medal	National	1	0	429	Manveer Kaur
2019	Federation Cup held at Andhra Pradesh, Bronze medal	National	1	0	429	Manveer Kaur
2019	Senior National held at Haryana Gold Medal	National	5	0	4504, 1763, 1762, 401, 425	Jaspreet Kaur, Gurleen Kaur, Manpreet Kaur, Kamaljeet Kaur, Jashandeep Kaur

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

There is always a dire need to establish a student council that holds a significant position in the community of the students. The students can raise their voice regarding various issues through a student council which serves as a representative platform. This will be advantageous for both the college as well as community as a whole. It is a strong belief of KHALSA COLLEGE FOR WOMEN that student should be given a position in which they can act with freedom and autonomy by contributing their viewpoints for the benefit of their college. Students get an opportunity of being heard with the help of student council. The work of student council at KHALSA COLLEGE FOR WOMEN: ? Selection of the class representative of the different classes is done by conducting a meeting at the starting of the session. ? Academic staff and student representative meet every month to discuss various issues. ? The different tasks are allotted and discussed at the student council meet on regular basis. ? The council assists the academic council, discipline, red ribbon, NSS and NCC committee, cultural and sports committee, drug abuse, placements, student grievance cell etc. ? The personal, social and health issues are resolved by taking the students' views and opinions. ? The students participate in various religious, cultural and sports activities by the encouragement provided by the student council. It helps in organizing Arambic Ardas, Nagar Kirtan, Youth Festival etc. ? Every Monday an assembly is conducted by the student council at 12:20 pm, the students wear proper uniform. Important information is disseminated during the assembly. ? Seminars are also organized by the student council and students maintain proper discipline. ? Various events and festivals are organized by the student council. Such as teacher's day, sawan celebration, Diwali, lohri. Therefore, our student council not only provides conducive environment but also makes students more confident and bold for their overall development for their better future and for the better efficiency of our prestigious institution.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

208

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

35000

5.4.4 – Meetings/activities organized by Alumni Association :

Meeting on 03.03.2020

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)

Two practices of decentralization and participative management that expedited effective functioning of the college during the last year were the entrusting of responsibility of maintenance of discipline to members of Student Council as

well as Discipline Committee and division of work earmarked for different committees, such as Library Committee, Canteen Committee, Admission Committee, Purchase Committee, Research Committee, Student Welfare Committee, Examination Committee. These committees comprised of a coordinator who supervised the administration of their respective work and members who share their valuable insights and contribute in a substantial and a qualitative manner. Furthermore, two faculty members were elected to be a part of Managing Committee to enable the management to make policies engaging all perspectives and arriving at a point of concurrence wherein everybody benefits from the policies. The college involves the students who are its primary stake holders to the utmost possible extent in most of the facets of its functioning and in such spheres of activity which are statutorily permissible. Different academic and student development matters are discussed with the active participation of the students. The college has student council consisting of class representatives. Students also have representation in the various committees such as Anti-Ragging which is constituted as per the guidelines of the UGC with internal and external members in order to ensure ragging free environment in the college. Students actively participate in NSS/NCC activities and act as members in Editorial board of college magazine. Alumni meets are organised from time to time, and the college collects feedback from them where they give constructive tips on how to improve the functioning of the college. College also collects feedback from various employers who have recruited our students. The aim of this exercise is to understand if the students are found desirably equipped for their different job roles and also to review and revise our curriculum so that the students can be oriented as per job requirements. The college organises parent-teacher meetings at regular intervals, which encourages healthy participation of parents who always give valuable suggestions to improve the working of the college. A team was constituted under the supervision of HoD, IT department to find the best solutions for completing the pending syllabus in the even semester of the academic year 2019-20 (during COVID-19) and conduction of examinations.

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
Admission of Students	<p>The college has a full-fledged Admission Committee with a senior teacher acting as a Co-ordinator. Visits are paid to schools in adjoining areas to acquaint the students with courses, subjects, facilities, infrastructure available in the college. Admission process of students is transparent and on merit basis and also on first come first serve basis. Admission dates are well advertised through newspapers and college website and the admission process is ensured to be student friendly. Student counseling is done at the time of admission and the details about the various courses, eligibility criteria, student welfare schemes and admission process is discussed with the students. College prospectus with the details of all</p>

courses, eligibility criterias, fee structures and rules and regulations, etc. is printed and made available well on time. Students are allowed to deposit admission fee in installments. Concessions are offered to the deserving students. Liberal incentives are provided in terms of fee-waivers, freeships, scholarships, free hostel stay and medical facility to brilliant students, artists and sports women to attract and retain students talented in their chosen fields. Print and electronic media is used to highlight the achievements of the college from time to time. The facility of online admissions has been provided to ensure safety of the students. Online fee payment system has been introduced to safeguard the students as well as their parents from the exposure to COVID-19.

Industry Interaction / Collaboration

The institution has signed MoUs and linkages with industry for student training and well being. For effective creation and transfer of knowledge, activity based learning such as training workshops, project works, internships and field visits in collaboration with the industry and other related bodies are undertaken. College has signed MoU with Khalsa College of Education, GT Road and Khalsa College of Education, Ranjit Avenue for student and faculty exchange programmes. Department of FD has MoUs with Mission Agaaz, B fashion Boutique and Preet Vocational Charitable School. Department of Cosmetology has MoU with Waves Hair and Beauty Institute and Nikhar Saloon. The college has set up a career guidance cell for guiding the students about various scopes and opportunities in the different professions. Extension lectures by the experts and workshops for the students are organized every year to sharpen their professional skills which help them to get attractive employments.

Human Resource Management

To ensure work expediency and high efficiency, the institution pays particular attention to human resource management. A Performance Appraisal System functions for teaching and non teaching staff whereby their performance is assessed and rewarded accordingly. Faculty members participate in faculty development

programmes periodically to update their knowledge base and pedagogical skills. Students are provided guidance and information by the faculty pertaining to higher education, scholarships, and career advancement possibilities. Training and development programmes are conducted for the up-gradation of skills and abilities of the teaching and non teaching staff, to motivate them and equip them for enhanced performance.

Library, ICT and Physical Infrastructure / Instrumentation

College library is fully computerized and PG departments of college have separate departmental libraries that ensure an easy access to books. Latest books and journals are subscribed and purchased every year. Feedback is taken from students and staff and suggestions are put forward to improve library services and physical infrastructure of the college. College has a well-established internet facility within the campus. The institution has made various ICT resources available to its staff and students. Teachers make extensive use of ICT resources by imparting education through the use of E- library, E- journals and power point presentations. Learning resources have been made available on the college website. Separate blocks were established for Online classes. The college also has Language lab which help the students in improving their listening, speaking and interview skills with the aim that they can get placements easily.

Research and Development

The institute has a comprehensive strategic plan for the development of Research and development. Faculty members are encouraged to publish their research work only in the quality journals with Scopus and SCI index. To keep the research temper alive in the college, the faculty members of the college are also motivated to take up research projects.

Lectures/seminars/webinars are conducted by the research cell of the institution where eminent research advisers are invited to guide and encourage the faculty to obtain sponsored research projects initiated by various bodies such as affiliating university, ICSSR, UGC, DST etc. Support is also extended to Post

Graduate students for making innovative models to exhibit their ideas. College also organizes National and International Conferences involving experts from reputed institutes to enhance innovative thinking. The teachers are also motivated to pursue higher studies like M.Phil.and Ph.D. The faculty who complete their Ph.D. are given increments and salary hike as per the rules and regulations. During this session, Dr. Rakesh Mahajan and Dr. Ranjan completed their Ph.Ds from IGNOU and PTU respectively. Dr. Kamalpreet, Dr. Jasleen Dua and Dr. Nitika Bhandari completed their Ph.D's from Guru Nanak Dev University, Asr.

Examination and Evaluation

The college conducts monthly tests, house tests and university exams regularly for all UG and PG classes. The evaluation of the answer sheets is discussed with the students and results are analysed at the level of the department as well as at the institution level. The purpose is to make improvements every time with a focus on the betterment of the students. Remedial teaching is done after evaluation of student's performance based on internal house examination. The suggestions and feedback from the students and parents helps the college in taking decisions in amending the system to assure and enhance academic performance of the students. During pandemic, classes and exams were conducted through online mode. Google classrooms and other online platforms were used to evaluate the students through assignments and tests. Several teams of faculty including a trouble shooting team were formed to help the students who faced problems during or after the exam. Question papers were sent to students 15 minutes before the start of exam and were double-checked for any kind of irregularity. WhatsApp Groups of all the classes were formed to give them instructions during exam and mark their attendance.

Teaching and Learning

The college follows the academic calendar as per the GNDU Amritsar guidelines, and mid-term tests and the examinations are conducted accordingly. Feedback and evaluation mechanism help to identify student's shortcomings and

additional assistance is provided to students through remedial teaching and bridge courses. The college shifted to online teaching-learning during the pandemic to maintain equilibrium in regular studies. Faculty members utilized various applications and tools such as Google Meet, Zoom, Cisco WebEx, Google Classroom, WhatsApp and shared PDF notes, YouTube links, and other audio-video study material with students. Besides using these conventional modes of teaching such as lectures and videos, faculty members also used available online MOOC platforms such as Coursera, NPTEL, SWAYAM etc., to enhance their knowledge and professional competency. Moreover, students were also encouraged to use these online digital resources.

Curriculum Development

The College being affiliated to Guru Nanak Dev University follows the curriculum developed by the University. It has been observed that there are some gaps in syllabi designed by the university. To fulfill these gaps, extra content is being taught to the students of the various streams. For example in commerce there is no weightage nor inclusion of practical aspects of banking, GST, insurance etc in the syllabi. For this purpose, special sessions are conducted and the services of experts are being utilised. In fashion designing, Footwear designing and Jewellery designing are not included, but now this content has been introduced for the students of B.Sc FD 6th semester. The teachers enrich the curriculum by planning the teaching strategies and adopting different pedagogical techniques. Teachers who are members of different bodies at the University level give their inputs as well as the inputs of the students, their parents and employers regarding curriculum in their respective meetings. To bridge the gap between the academic and industry need, Value Added and Skill Oriented Courses are offered regularly in our College in addition to regular courses.

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

E-governance area	Details
Planning and Development	Planning and development activities of the institution have involvement of

e-governance. The institutional website acts as a portal to view the updated information on academic and co-curricular planning. Annual budget and other expenses are pre planned and implemented through recommendation of Principal and approval by Khalsa College Charitable Society.

Communication between college and management, faculty and administrative office is efficiently handled through e-governance portal. For salary, salary module of e-governance is used to prepare salary and upload salary slips. It keeps the track of all personal details of employees.

Administration

Most of the administration work i.e. accounting of salary and fee, library work, students database, staff information, details of infrastructure, E-lectures and inventory is maintained under e-governance. E-governance is used to simplify and support routine office functions, improve communication, increase office productivity and enhance the quality of clerical output. Many office tasks including maintenance of stocks, preparation of reports, correspondence, communications, file maintenance, duplication and distribution of written materials, maintenance of books can be facilitated and improved through e-governance software. The college library, hostel, teaching departments and different wings of the institution carry out their working in electronic mode. Students are helped to apply online for various scholarships under different welfare schemes.

Finance and Accounts

E-governance is an exclusive feature of finance and accounts aspect of the institutional working. Account entries are made and statements are prepared electronically. All financial transactions are electronically recorded so that any record can be viewed easily. Transactions such as University payments, Provident Fund, Income Tax etc. are done online. Payment of salaries to the employees takes place by digital transfer in their accounts. Remuneration data of teachers on examination duties is forwarded to the university online. Day to day transactions, vouchers and bills are saved and compiled on e-governance

software.

Student Admission and Support

The college has adopted e-services whose main aim is to improve the delivery of services to students by providing a regularly maintained and updated website. The admission related news, admission procedures, information about the courses with learning outcomes and future prospects, faculty qualification details are easily accessed through a updated website. In addition to this, other information such as latest developments in the college, student notices and deadlines, facilities provided by the college, student events are regularly updated in the website to update students. Email as well as phone number of the college is provided on the website for any kind of admission query or counseling. Admission data of the students is maintained electronically and can be retrieved very easily. Applications to different scholarship schemes are made electronically.

Examination

Record of the students admitted to various courses in the first semester is shared with GNDU online. The college regularly conducts monthly tests, house tests and university exams and save all the records on the computers. Google classrooms and other online platforms are used by the teachers to conduct tests. For university exams, the student data is managed and forwarded to the university electronically. Marks of practical exams are also communicated to GNDU online. Whatsapp groups of teachers are also formed for speedy communication during exams.

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
2020	Dr. Suman	Faculty Enrichment Programme (under UGC-CPE phase III scheme) (College paid sanctioned	Khalsa College, Amritsar	2803

		leave)		
2020	Dr. Ritu	Faculty Enrichment Programme (under UGC-CPE phase III scheme) (College paid sanctioned leave)	Khalsa College, Amritsar	2803
2020	Dr. Kamalpreet Sandhu	Faculty Enrichment Programme (under UGC-CPE phase III scheme) (College paid sanctioned leave)	Khalsa College, Amritsar	1611
2020	Dr. Neeru	Faculty Enrichment Programme (under UGC-CPE phase III scheme) (College paid sanctioned leave)	Khalsa College, Amritsar	720
2020	Dr. Namrata	Faculty Enrichment Programme (under UGC-CPE phase III scheme) (College paid sanctioned leave)	Khalsa College, Amritsar	1673
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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)
2020	One week FDP on Effective Online Teaching Learning Process	Nil	23/06/2020	30/06/2021	28	Nil

2020	Lecture on COVID19 and its Precautions	Nil	20/06/2020	20/06/2020	28	Nil
2020	Nil	Lecture on COVID19 and its Precautions	20/06/2020	20/06/2020	Nil	30
2020	Webinar on Current Learning Impacts	Nil	05/06/2020	07/06/2020	28	Nil
2020	Webinar on How to Grow as Learner	Nil	09/06/2020	09/06/2020	28	Nil
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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
Faculty Enrichment Programme (under UGC-CPE phase III scheme) organised by Khalsa College, Amritsar.	5	29/02/2020	29/02/2020	1
FDP conducted at CKD Institute of Management and Technology, Asr.	2	10/01/2020	24/01/2020	14
UGC Sponsored Winter School Conducted by HRDC, GNDU, ASR	1	11/12/2019	24/12/2019	14
UGC Sponsored Summer School conducted by HRDC, GNDU, ASR	1	18/06/2019	08/07/2019	21
Online National Seminar on "Teacher and Non Verbal Communication" organized by	3	30/06/2020	30/06/2020	1

Immanuel Arasar
College of
Education,
Chennai.

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	30	0	33

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<ul style="list-style-type: none"> • CPF for the employees of the institution. • Provision of different types of leaves like casual leaves, duty leaves, medical leaves, earned leaves, maternity leaves etc. permissible as per rules. • The faculty members are provided with separate staffrooms for each department. • Fee concession to the children of faculty and other staff members. • Accommodation to the faculty and other staff members in staff colony, hostel. • Financial assistance by providing loan against General Provident Fund. • Gratuity • ESI • Beauty care and cosmetology • GYM • Subsidized agricultural Products • Medical facility through a medical dispensary and Physiotherapy OPD. • Permission to enhance one's educational qualification through higher studies, training programmes etc. • Wi-Fi facility. • Grievance Redressal Cell. • Canteen with adequate facilities and hygienic and variety of food items. • Provision of parking facilities. 	<ul style="list-style-type: none"> • CPF contribution • Medical Facility • Loan against salary • Fee concession to the wards • Flexibility in work for staff with major illness • Maternity leave to women employees. • Uniform to class four employees 	<ul style="list-style-type: none"> • Scholarships from Government and NGO's • Student Insurance Scheme. • Liberal concessions for the deserving students • Fatherless students are also given fee concession. • Free hostel and mess facility for the players in addition to fee concession. • Cash prizes for outperforming students. • Books are also given to needy students. • Medical facility for the students • Reading room and Computer Lab facility for the hostel students. • Fitness Zone for resident scholars as well as for day scholars. • Mentoring and Counselling sessions are provided to the students.

6.4 – Financial Management and Resource Mobilization

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

The institute has a mechanism for internal and external audit. We have our own internal audit mechanism where internal audit is an on-going continuous process in addition to the external auditors to verify and certify the entire Income and Expenditure and the Capital Expenditure of the Institute each year. Qualified Internal Auditors from external resources have been permanently appointed and a team of staff under them do a thorough check and verification of all transactions that are carried out in each financial year. External audit is carried out by Statuary auditors appointed by the DPI Colleges, Government of Punjab for the purpose. Any errors and objections, if ever pointed out by the auditors are immediately attended to and rectified and precautionary steps are taken to avoid recurrence of such errors in future.

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
Khalsa College Charitable society	855120	Scholarship for sports activities
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6.4.3 – Total corpus fund generated

650000

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	Guru Nanak Dev University Amritsar	Yes	Employer
Administrative	Yes	Guru Nanak Dev University Amritsar	Yes	Employer

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

For ensuring the parental participation, the college arranges parent - teacher meetings to discuss the various problems of their wards. The parents are intimated time to time by the college regarding fee issues, discipline, attendance and other university related information. Feedback on course contents is also taken from parents during Parent - Teacher Meetings.

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

1. Regular Staff meetings for support staff to address their need and upgrade their skills are conducted. 2. College has organised various extension lectures/ workshops/ seminars for creating general awareness and enriching knowledge of the support staff. 3. The support staff is encouraged to attend workshops and training program conducted by competent authority outside the College. 4. Motivational lectures and training programmes for support staff are organized to keep them updated about the most recent technological advancements.

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

1. To handle the pandemic situation, pending syllabus in the even semester of academic year 2019-20 was completed in online mode. 2. Provision of precautions/measures in the campus against COVID-19 unlock were initiated. 3. Computer labs have been upgraded with latest ICT tools. 4. Library is enriched with the books approximately worth Rs 30,000 and departmental libraries are maintained. A photocopier has been installed in the college to provide the facility of photocopy to the students as well as teachers.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
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	Lecture on Job prospects in Banking Sector	17/08/2019	17/08/2019	17/08/2019	150
2019	Students Induction programme for the first year students	30/07/2019	30/07/2019	03/08/2019	250
2020	One week FDP on Effective Online Teaching Learning Process	22/06/2020	22/06/2020	27/06/2020	28
2020	Lecture on COVID-19 and its Precautions	20/06/2020	20/06/2020	20/06/2020	58
2019	A lecture on Guru Nanak, Science Religion by Dr. Arvind Dhillon, Prof. in Physical sciences, Mohali (IISER).	24/10/2019	24/10/2019	24/10/2019	40

2019	Presentation of college achievements "A Journey since 1968"	09/07/2019	09/07/2019	Nil	500
2019	Seminar on "Anaemia in view of POSHAN MAAH"	18/09/2019	18/09/2019	18/09/2019	57
2019	Lecture on "Vitamins and Minerals" by Ms.Meena Bagga	10/10/2019	10/10/2019	10/10/2019	57
2020	Webinar on Copyrights and Patents	20/06/2020	20/06/2020	20/06/2020	28
2019	Lecture on "Preaching's of Shri Guru Nanak Dev ji" by Dr. Inderjeet Singh Gagoani	20/08/2019	20/08/2019	20/08/2019	50
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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
Career Vision	25/01/2020	25/01/2020	1376	0
Seminar on Product Development Phases and Story Telling by IIC	25/01/2020	25/01/2020	85	0
Celebration of Basant Panchmi by Student Advisory Committee of KCW	29/01/2020	29/01/2020	643	8
Conference on Role of	07/02/2020	07/02/2020	83	0

Dietitian by Home Science Department				
Workshop on Computer Hardware and Software by Computer Science Department	09/07/2019	09/07/2019	121	0
Workshop on Reading Skills by English Department	20/07/2019	20/07/2019	45	0
Saawan Celebration	10/08/2019	10/08/2019	265	0
Talent Show program for fresher students.	31/08/2019	31/08/2019	487	0
Tutorial Meet	07/09/2019	07/09/2019	1100	0
Inter College Sports Competition	11/09/2019	11/09/2019	567	150
Workshop on Paper Flower Making by Fine Arts Department	11/09/2019	17/09/2019	89	0
Seminar on Anemia and Importance of Balanced Diet for growing girls by Home Science Department	18/09/2019	18/09/2019	76	0
Workshop on Let's Talk Innovation by IIC & Computer Science Department	23/09/2019	23/09/2019	124	0
Youth Festival	11/10/2019	12/10/2019	674	0
Diwali Celebration	26/10/2019	26/10/2019	467	0
Workshop on Textured Sheets by Home Science and Fashion Designing Department	01/11/2019	01/11/2019	96	0

Workshop on Gents Blazer by Fashion Designing Department	13/11/2019	16/11/2019	74	0
Seminar on Business Startup by IIC	16/11/2019	16/11/2019	156	0
Awareness Workshop on NISP by IIC	18/12/2019	18/12/2019	48	0
Design Thinking Workshop by IIC & Computer Science Department	19/12/2019	19/12/2019	87	0
Workshop on Institute Level Hackathon by IIC	01/01/2020	10/01/2020	49	0
Lohri Celebration	11/01/2020	11/01/2020	287	8
Seminar on Green Computing by Computer Science Department	16/01/2020	16/01/2020	143	0
Seminar on the books KaavSirjana and Kachi Mitti by Punjabi Department	18/01/2020	18/01/2020	112	0
Workshop on Institute Level Hackathon by IIC	20/01/2020	20/01/2020	76	0
Workshop on Demonstration of Sewing Machine by Fashion Designing Department	11/02/2020	11/02/2020	97	0
Khalsa Colleges Youth Festival	20/02/2020	21/02/2020	845	200
Convocation	04/03/2020	04/03/2020	834	0
Workshop Sahit Utsavte CharyaBasant by Punjabi	06/03/2020	07/03/2020	143	50

Department				
Science Celebration	07/03/2020	07/03/2020	78	0
Women Day Celebration	09/03/2020	09/03/2020	218	0
Seminar on Women Empowerment	13/03/2020	13/03/2020	189	0
Farewell organized by Student Advisory Committee of KCW	11/04/2020	11/04/2020	376	0
Gender Sensitization Programme by IQAC and Home Science Department	15/04/2020	15/04/2020	143	0
Workshop on Online Learning during Covid 19 by Computer Science Department	18/05/2020	27/05/2020	123	0
Webinar On Current Learning Impacts by Commerce Department	05/06/2020	08/06/2020	128	0
Webinar On How To Grow As A Learner by Computer Science Department	09/06/2020	09/06/2020	121	0
Webinar Hope Is Decision by Commerce Department	17/06/2020	17/06/2020	165	0
Webinar on Copyrights and Patents by IQAC	20/06/2020	20/06/2020	79	0
Faculty Development Programme on Effective Online Learning Process by Computer Science	23/06/2020	30/06/2020	132	8

Department				
Three new diploma courses started namely; Diploma in Stitching and Tailoring, Diploma in Cosmetology and Diploma in Aviation and Catering	01/06/2019	31/05/2020	59	0
One new degree course started namely; BVoc. in Nutrition and Diet Planning	01/06/2019	31/05/2020	1	0
Add-On Courses organized to Enhance Overall Personality of Students	01/06/2019	31/05/2020	450	0
Committee constituted for Student's Grievance Redressal	01/06/2019	31/05/2020	90	0
Committee Constituted for Prevention of Cast Based Discrimination in College	01/06/2019	31/05/2020	6	0
Deputation of Nodal Officer for creating awareness about Punjab Rights to Service Act among Students	01/06/2019	31/05/2020	1	0
Establishment of Students Legal Literacy Club in College	01/06/2019	31/05/2020	90	0
Establishment of Committee on Physiological Study of Ragging in Colleges	01/06/2019	31/05/2020	6	0
Tutorial meets conducted	01/06/2019	31/05/2020	1300	0

regularly to interact with students and to guide them with the rules and regulations of the campus				
Alumni Meet	09/03/2020	09/03/2020	150	0

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

KCW is very much concerned and conscious about the environment. Many programmes and seminars are organized time to time to spread environmental consciousness and sustainability among college youth such as Swachh Bharat Abhiyaan and Tree Plantation campaigns by NSS cell. Moreover, the campus supports maximum paperless work culture through the use of E-Governance Portal. Some of the alternate Energy initiatives are as follows: Solar Panel: Solar power is completely clean, it produces no air pollution, no water pollution, and no greenhouse gas effects. It is also carbon-free, no harmful emissions are released when electricity is being produced by solar panels. It also reduces the need for finite resources. Keeping this in my mind, KCW took the initiative of installing solar panels at the campus. The institute has installed rooftop solar projects which could reduce harmful air pollution, help the environment and enhance student learning while cutting electricity costs. At the same time, solar panels could help colleges to unplug them from grids fed by natural gas and coal power plants that produce air pollutants. Solar based energy conservation: Instead of sensor based energy conservation, the institution has the facility of Solar based energy conservation. The lights of the campus use solar energy and are sensor based they automatically get off at daytime and switched on at night. Solar power is completely clean, it produces no air pollution, no water pollution, and no greenhouse gas effects. It is also carbon-free, no harmful emissions are released when electricity is being produced by solar panels. It also reduces the need for finite resources. Keeping this in my mind, KCW took the initiative of installing solar panels at the campus. The institute has installed rooftop solar projects which could reduce harmful air pollution, help the environment and enhance student learning while cutting electricity costs. At the same time, solar panels could help colleges to unplug them from grids fed by natural gas and coal power plants that produce air pollutants. This saves the sources of money, which are used for the betterment of the students. Compost Pit: Institute use the method of compost pit which is beneficial for gardening purpose and this also maintain the neatness of the campus. Compost is commonly prepared by decomposing plant and food waste, recycling the organic materials so that the mixture is rich in plant nutrients and beneficial organisms such as worms and fungal mycelium. The campus use these things in gardening purpose to increase the fertility of soil. LED lighting: LED lighting is a green way to improve campus safety. The institution has replaced all lights with LED bulbs because it is more energy efficient and less expensive to operate and maintain. Solid Waste Management: The primary goal of the institute is to reduce and eliminate adverse impacts of waste materials on human health. Institute use the method of compost pit.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Ramp/Rails	Yes	1

Braille Software/facilities	Yes	0
Rest Rooms	Yes	1
Scribes for examination	Yes	0

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	1	1	24/08/2019	1	Raakhi celebration with military personals	Raakhi celebration with military personals	78
2019	1	1	26/08/2019	1	Workshop on Breast Cancer	Workshop on Breast Cancer showing the reasons, treatment and precautions to avoid Breast Cancer	539
2019	1	1	29/08/2019	2	Seminar on "The Making of Digital India"	Seminar on "The Making of Digital India" to aware students about the digital India.	213
2019	1	1	07/10/2019	1	Medical Check-up Camp by Red Cross unit	Medical Check-up Camp by Red Cross unit	376
2019	1	1	09/10/2019	1	A short video film on 'Dheaan P ukardiaan ' about female foeticide	A short video film on 'Dheaan P ukardiaan ' about female foeticide	456

2019	1	1	16/10/2019	1	Vigilance Awareness Week	Vigilance Awareness Week by Vigilance Awareness Cell	550
2020	1	1	14/01/2020	2	Voter Awareness	Voter Awareness Campaign at adopted village by NSS	36
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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)
For teaching and non-teaching staff (UGC Gazette)	01/06/2019	There is a well-defined code of conduct for teaching and non-teaching staff published in latest UGC Gazette, by Government of India. The code of staff is conveyed to them through staff meetings conducted time to time. The principal ensures that the teaching and non-teaching staff follows the code appropriately.
For students (prospectus), for aims and objectives, code of conduct, anti-ragging rules	07/11/2019	The college follows the professional code of conduct specified by the UGC, Guru Nanak Dev University Amritsar and the Punjab Government. The code for students is published in college prospectus. Teachers also communicate the code to the students in respective classes. It is also ensured by the faculty that the code is being duly followed by the students.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Aarambik Ardaas Diwan Celebration	09/08/2019	09/08/2019	675
Saawan Celebration	10/08/2019	10/08/2019	265

Workshop on Breast Cancer	26/08/2019	26/08/2019	539
Seminar on "The Making of Digital India"	29/08/2019	30/08/2019	213
Talent Show program for fresher students.	31/08/2019	31/08/2019	487
Tutorial Meet	07/09/2019	07/09/2019	1100
Inter Departmental Competition by Youth Welfare Society of KCW	11/09/2019	11/09/2019	567
Diwali Celebration	26/10/2019	26/10/2019	467
Career Vision	25/01/2020	25/01/2020	1376
Yoga Class by certified Yoga Instructor	29/11/2019	29/11/2019	97
View File			

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

1. Solar Panel: Solar power is completely clean, it produces no air pollution, no water pollution, and no greenhouse gas effects. It is also carbon-free, no harmful emissions are released when electricity is being produced by solar panels. It also reduces the need for finite resources. Keeping this in my mind, KCW took the initiative of installing solar panels at the campus. The institute has installed rooftop solar projects which could reduce harmful air pollution, help the environment and enhance student learning while cutting electricity costs. At the same time, solar panels could help colleges to unplug them from grids fed by natural gas and coal power plants that produce air pollutants. 2. LED lighting: LED lighting is a green way to improve campus safety. The institution has replaced all lights with LED bulbs because it is more energy efficient and less expensive to operate and maintain. 3. Rain Water Harvesting: Due to rapid increase in day-to-day demand for water among fast growing human population, the institute is using the method of rain water harvesting because it's very cost effective and relatively easier method of conserving water. 4. E-Waste Management: E-waste is electronic products that are unwanted, not working, and nearing or at the end of their "useful life." KCW donate the old computer systems to schools because at college levels we need to upgrade students with latest version of software and in schools they can use the basic software. Moreover, the institute sell the hardware, which is written off by the write off committee, to vendors, through management office, so that they can further recycled, repaired and used for another purposes. 5. KCW is a house of greenery there are various plants and beautiful gardens which are well maintained. The pluck cards are displayed in the campus. Variety of flowers makes the campus green, colourful and attractive. There is a little nursery which is well maintained by the gardeners.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

First Best practice Contribution of social work to effective interventions:

College best practices are those which add value to human life and support main cause of an institution. In this way an institution can develop and carry out social responsibility. It can change the life of whole institution as well as individual. Colleges undertake different types of best practice such as NSS helps the student to grow individually and also as a group. It makes the students confident, develop leadership skills, and gain knowledge about different people from different walks of life. Students also learn other skills that help them lead a better life in various situations. As part of the NSS camp, KCW adopted the village Kot khalsa. The villagers were encouraged to maintain cleanliness. Parents were also motivated to send their children to school. Lectures on adult education were also delivered by the NSS team. A swachtbharat abhiyan was also conducted in this village. One of the important services that were rendered by NSS volunteers is disseminating information about the latest developments in agriculture, watershed management, wastelands development, non-conventional energy, low cost housing, sanitation, nutrition and personal hygiene, schemes for skill development. A National Service Scheme provides a vision to build the mind and spirit of our youth to serve our society and work for the social upliftment of the poor and downtrodden of our nation. Other activities include: (i) Plantation of trees, their preservation and upkeep (each NSS unit should plant and protect at least 500 saplings) (ii) Creation of NSS parks/gardens. (iii) Construction maintenance of village streets, drains, etc. Second Best Practice To disseminate electoral information to the first time voters: College takes initiatives to spread awareness about importance of voting and to encourage young girls about voting rights. This enhances the active participation in the voting process. College celebrates National Voter's Day every year. It helps in enhancing the spirit of responsibility among young girls. Co-curricular activities such as poster making and essay writing competitions are organized for voter education. Voting awareness slogans on social media also encourage students about importance of their social responsibilities. Such tasks help young generations to actively participate in nation's building.

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

<https://kcwasr.org/pdf/First%20and%20Second%20Best%20Practice%202019-2020.pdf>

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

KCW Vision • To envision multidimensional growth of the girls. • To create numerous possibilities of learning and research for them. • To develop employability skills in women for their economic independence. • To promote multidisciplinary approach of new National Education Policy for holistic and cohesive learning. • To provide value-based and skill-based education to the girls so that they can build strong future of India. • To reach the zenith of prosperity and excellence. • To spread the word of knowledge which fosters their empowerment in future. KCW Mission • To develop intellectual curiosity, creativity and scientific temper. • To emphasize on productive and constructive teaching. • To deliver excellent higher education to girls with equity. • To prepare girls for contemporary global challenges and needs. • To promote liberal and optimistic approach towards life. • To contribute responsible and patriotic citizens to the nation. • To promote multiculturalism for healthier and more tolerant new generations. • To inculcate ethical and moral values among the students. College aims to impart university education and to spread the light of knowledge among women folk, especially the rural and underprivileged section of the society. KCW Aims and Objectives The progress and prestige of any society is determined by the prominence and dignity of its

women. The key objectives of the college are: • To educate the women of Punjab and surrounding areas as per the needs of the contemporary society. • To develop and inculcate human values of life and learning as directed and taught by the great Gurus in Sri Guru Granth Sahib. • To impart formal and informal educational excellence and skill to meet the requirements of high-tech 21st century world. • To groom confident, courageous, committed, communicative and competent citizens in society. ? KCW was rated among Top Ten Science Colleges of India ? College has a lots of 'Sports Accomplishments' details of which are provided in webpage of the college. ? College has a strong alumni in all the departments including Computer Science Department, Fashion Designing Department, Music Department, Commerce Department, Science Stream, Punjabi Department, English Department and Hindi Department.

Provide the weblink of the institution

<https://kcwasr.org/pdf/Institutional%20Distinctiveness.pdf>

8.Future Plans of Actions for Next Academic Year

Future Plans of Action for the upcoming Academic Year (2020-21) • Encouragement to use more ICT resources by teachers for better enhancement of learning techniques: Today there is a need to use ICT resources in our learning much more better than before. There are other tools like multi-link headphones, web cam, audio recording software and telephones that also encourage the development of these resources. ICT can impact student learning when teachers are digitally literate and understand how to integrate it into curriculum for better learning of the students. • Encouragement to get involved in various activities for both physical and mental health: As our admissions are important for us, so is the well-being of our students also. A well-known proverb says, "all work and no play makes Jack a dull boy". In order to keep our students develop not just mentally through gaining knowledge from books, but to become physically strong and vigorous too, we will do everything to encourage students to engage in various sports activities. For this purpose, we will organize more inter-college competitions exclusively for the students who are not regular sports students with a well-developed stamina to win any competition, and the victorious ones will be awarded. Even participants who are unable to win will be given a certificate of participation so that their morale remains unaffected and other students also feel motivated to take part in such competitions. • Provide Vocational education: Education in contemporary era demands more of teaching the skills than providing just theoretical knowledge to the educators. More vocational courses will be introduced in the college curriculum so that students can acquire skills based education or aptitude, so as to secure their future financially. Being females living a country where patriarchy has been prevailing since centuries and decades, it is quintessential for every girl to become self-dependent and opting the vocational course(s) of their choice out of those offered in the institution will ensure their future stability. So, more skill based courses will be included in the existing curriculum. • Boost in the admission process: Our one of the prime issue for upcoming year will be to increase the strength of students in our college. To accomplish this objective, we will use every possible technique to advertise the college because advertisement is the best source of spreading awareness among the youth and adults regarding the merits and accomplishments of any organization. Therefore, we will not only distribute pamphlets at all the public places in Amritsar as well as the villages in the outskirts of the city, but will also use posters to inform people about us. Alongside, we will also encourage our students as well as staff members to reach maximum acquaintances and motivate the potential students to study from our college. • Improved career counselling and placement services: One of our main motto will also be to provide to build career guidance to our students so that they do not feel lost or confused while choosing the best suitable profession for themselves.

