



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		KHALSA COLLEGE OF EDUCATION RANJIT AVENUE AMRITSAR
Name of the head of the Institution		Dr. SurinderPal Kaur Dhillon
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		01832507029
Mobile no.		9815020300
Registered Email		spkdhillon@rediffmail.com
Alternate Email		kceranjit@gmail.com
Address		Khalsa College of Education Ranjit Avenue Amritsar
City/Town		Amritsar
State/UT		Punjab
Pincode		143001

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	Self financed
Name of the IQAC co-ordinator/Director	Dr. Surinder Kaur
Phone no/Alternate Phone no.	01832507029
Mobile no.	9814790220
Registered Email	dr.surinder70@gmail.com
Alternate Email	kceranjit@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://kceranjit.org/campus/report-2017-18
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://kceranjit.org/campus/academic-calendar-18-19

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.54	2008	28-Mar-2008	27-Mar-2013
2	A	3.12	2014	24-Sep-2014	23-Sep-2019

6. Date of Establishment of IQAC	08-Aug-2008
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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

Career Counseling	16-Jan-2020 1	175
Extension Lecture on Teaching Effectiveness	04-Feb-2019 1	157
Organization of Youth Festival	08-Oct-2018 3	50
Adoption of Village	22-Oct-2018 6	80
Professional Training of administrative staff	18-Jul-2018 2	6
Extension Activity on UNO	22-Sep-2018 1	55
Computer literacy programme	23-Aug-2018 1	30
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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 education, Ranjit Avenue, Amritsar	Minor	Khalsa College charitable society, Amritsar	2019 365	75000
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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

50000

Year

2019

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

- The college has taken the initiative to train college administrative staff for which facilitation from management was sought. The staff was sent to attend the training sessions regarding new policies initiated by management from time to time.

Value added courses- Calligraphy and Mehndi have been introduced by the college.

- Incubation centre has been started by the institution for developing entrepreneurial skills among students. Two clubs namely Art and Craft; Theatre skills club were initiated under the incubation centre. The centre has been sponsored by Khalsa College Charitable Society, Amritsar.

- "Strengthening Ties with the Community" to cultivate a sense of social responsibility in the students and inspire them for community work. The college has adopted a village and works for it's upliftment in all senses.

Health Campaign was organised by IQAC.

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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	Achivements/Outcomes
Training of Non Teaching Staff	The college has taken the initiative to train college administrative staff resulting into their skill enhancement
"Strengthening Ties with the Community"	The college has adopted a village under this initiative. The initiative resulted into upliftment of the village from all aspects and cultivated the sense of social responsibility among the students.
Discussion on UNO's theme, "Planet 50-50 by 2030: step it up for Gender Equality", organised by IQAC.	To achieve UNO's objective of accelerating momentum towards gender equality and the empowerment of every girl and woman the discussion was held. The women got orientation to tackle the challenges in real life situations.
Extension Lecture on Teaching Effectiveness	To improve the quality of teachers and teaching an Extension Lecture on Teaching Effectiveness was organised. It helped the prospective teachers to develop the knowledge base regarding the parameters of effective teaching.
Organisation of Zonal Youth Festival of Education Colleges	Faculty and students developed the skills of: •Planning the event, •Conducting and managing the event, The

college bagged the overall championship trophy.

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body

Meeting Date

Khalsa College Charitable Society
Amritsar

19-Dec-2019

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

Yes

Date of Visit

04-Feb-2019

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2020

Date of Submission

20-Feb-2019

17. Does the Institution have Management Information System ?

Yes

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

? Planning and Development: • For salary, salary module of e-governance is used to prepare salary and upload salary slips. It keeps the track of all personnel details of employees. • Institute maintains its website www.kceranjit.org to communicate its philosophy and updates to external stakeholders. ? Administration: • College maintains all the records related with faculty, support staff and students on e-governance website. ? Finance and Accounts: The Institute has already taken various steps for implementation of E-Governance in Finance Accounts: • On line salary payment. • On line deposit of PF/ESI • On line deposit of TDS • On line approval of leaves • On line payslips and leave records of staff ? Student Admission and Support: • All data of the student's i.e. personal details, date of admission, status of fees etc. are available on e-governance website. ? Examination: • The record of

students' internal evaluation and result are also maintained through e-governance. ? Faculty Profiles: • Management Information System facilitates in maintaining and updating personal profiles of Faculty and staff.

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

Since our institution is affiliated to Guru Nanak Dev University Amritsar, it is mandatory for us to follow curriculum developed as prescribed by the said University. Curriculum provides a framework for the college's core-teaching and learning. Our college pays utmost attention, through the adoption of various measures, to the holistic completion and execution of the prescribed curriculum and syllabus. Our academic calendar is based on the time frame provided by the university. The Timetable Committee formulates, finalizes and communicates the timetable of the Institution much prior to the commencement of every academic year. The activities to be carried out throughout the academic year are featured in the College Handbook enabling the faculty and students to obtain prior information. This enables the faculty members to plan their teaching schedule with greater flexibility and well in advance. During the year, the Heads of different committees conduct regular meetings to ensure smooth functioning of the college. All the staff members are encouraged to attend the seminars presented by the fellow staff members to brush up the topics and to add the individual insights for enhancing the theoretical as well as the practical knowledge of the topics covered. The subjects are allotted after careful consideration of their qualifications, subject specializations, experience and performance of the faculty. The faculty members are expected to undertake a thorough analysis of the prescribed syllabus and draw up a teaching plan to match the learning capacities of students. The theoretical framework of the given curriculum in practical terms is provided through value-oriented education and community service programmes for inculcating ethical, social and aesthetic values. To serve the above said purpose; exposure to diverse cultures, seminars, workshops, extension lectures, orientation programmes, morning assemblies, celebration of significant days, quiz competitions, excursions and other techniques of higher learning are executed in the institution. Our college utilizes a maximal potential of available human and material resources through innovative techniques like team-teaching, co-operative teaching, role-playing, project method, ICT-based teaching, enquiry based instruction and blended teaching with the help of well-equipped classrooms, labs, digital library and playgrounds etc. The faculty members deliver their lectures using various teaching-learning methods, keeping in mind their teaching plan. At the commencement of each semester, discussion of syllabi with the students and encouraging them to download the same from the University website ensures transparency. The teacher in charges of each course regularly monitors the progress of the teaching programme. Using the digital formats, the Institution plans to soon make the entire documentation process paperless. The Online Students' Feedback form has a provision for the assessment of the faculty's handling of the syllabus along with the pace and quantum of completion. The feedback is made available to the concerned teacher. It's also perused by the Principal and any reported deficiencies are noted and discussed with the concerned faculty member. All these innovative activities

are executed under the able guidance and supervision of college Principal. By imparting quality education, the institution tries its best to achieve the goal of globalized citizenship.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Yoga	Nil	01/06/2018	30	Yes	Yes
Dramatics	Nil	01/06/2018	45	Yes	Yes

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

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

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

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

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

	Certificate	Diploma Course
Number of Students	57	0

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
Calligraphy	01/06/2018	25
Mehndi	01/06/2018	27
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Integrated(PG)	School Internship-Orientation to School System	50
Integrated(PG)	Field Engagement with Prospective Papers	50
MEd	Internship in a School with stage specific specialisation	22
BEd	Field Engagement with School	157
BEd	School Internship	194
BEd	Field Engagement	194

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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

The growth of any educational body rests on a well-structured, organic feedback mechanism which in term depends upon 'holistic planning' with distinct macro and micro goals. Khalsa college of Education, Ranjit Avenue, Amritsar has stood as firm advocate of Feedback Mechanism which caters to versatile needs of its various organic entities viz-a-viz employees, employers, students, alumni and parents. The ultimate goal of the feedback strategy is to enhance the 'Content Value' of the education system by providing teachers and students timely and appropriate information, thus equipping them to make effective decisions within a short period of time. Faculty: Through feedback, teachers can provide the students with suggestions for development, learning strategies, and correction for errors. The importance of 'Constructive Feedback' is that it allows for many positive opportunities. This component also enhances a student's self-efficiency and provides an avenue for motivation. Faculty meetings on a periodic basis are held for the same suitable suggestions are provided and implemented by the concerned teacher for productive outcomes. Alumni: The alumni's feedback is very helpful in restructuring the curriculum as the alumni usually answer the question in regard to the materials learned in college this is a good practice and a very important assessment tool. We, at Khalsa College of Education, Ranjit Avenue, Amritsar firmly believe that alumni survey can be designed to obtain information to establish the identity and focus on Curriculum. Thus, our institution organises alumni meetings every year to tap this useful resource. Most importantly, we believe that alumni perceptions can be utilised for prioritising certain topics. Parents: Using effective channels of communication and getting parents involved in decisions helps to build strong relationships and encourages involvement in student's learning and progress. Making parents feel involved by asking their opinions may solicit other ideas and suggestions from them. We give due weight age to parent's survey as they provide invaluable evidence for our institution's evaluation. It also helps us to find out what policies and decisions parents are and aren't supportive of in our institution. Feedback to Students: It helps them to see their leaning in new ways and gain increased satisfaction from it. The pupil teacher's are assessed through regular classes, class tests, periodic assessment test, model examination and school internship programmes. The university pattern of questions is followed in the internal examination and similar environment is provided which enhances the student's adaptation and the model examination at the end of the year is a rehearsal for the final examination. Nevertheless, this component also enhances a student's self-sufficiency and provides an avenue for motivation.

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	Education	40	30	24
BEd	Education	200	240	157
Integrated(PG)	Education	50	70	50
MEd	Education	50	7	0

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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
2018	231	0	32	10	10

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
42	28	6	7	2	6

[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)

There is a tutorial system in the institute where teachers act as academic mentors and offer counselling to students. The mentor and the mentee relationship emphasize the inculcation of intellectual, social, moral, aesthetic, cultural and spiritual values. Mentor regularly interacts with the students and monitors their academic performance and attendance. The teacher personally accumulates particulars from her wards and ensures to keep the particulars confidential. Students are also counselled regarding their career options. Mentoring of students is an important aspect to create equitable service to all the students from different background. Its aims are: ? To increase the teacher-student contact hours ? To increase students scholastic performance and attendance ? To minimize the students' dropout rate ? To identify the slow learners and encourage advanced learners The students are given guidance for career, personal, besides academic issues. A special arrangement is also made available to the students to deal with psychosocial issues like single parenting, bread earner in the family etc. While dealing with the student, a teacher might come across array of students with diverse needs and in order to comprehend and highlight their potentials, it becomes mandatory to employ right number of mentee mentor ratio. The better the mentee mentor relationship, better would be the results and cases of delinquent behavior, isolated behavior and maladjustment would be less. The meetings of mentorship are conducted every month, in which students meet their mentors for academic and personal issues. The students who have less attendance and who have missed their internal tests are paid special attention from mentors' side. Teacher maintains a proper record of every student and keeps updating the information from time to time. Information collected further helps the mentors to perform various functions such as: ? Guidance and counselling in case it is needed ? Individual meeting with the student is also planned in case of some personal issue ? Group meetings are also arranged on weekly basis as tutorials for guidance purpose (in general) ? Time to time meetings with the parents are also scheduled as per the need Remedial classes are also arranged by the mentor with the concerned subject teacher. Students are supported and guided both in co-curricular and extracurricular activities.

The mentors of the class discuss with each and every student individually and support them in all the possible ways to enrich their academic performance. The mentor contacts the parents and educates them about their wards performance and the academic programmes of the college. The mentors always keep a check on the attendance of the students, the marks/grades obtained in the internal external examinations, and regarding his/her candidature in the campus placement and provides remedial coaching.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
231	42	1 : 18

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
42	40	0	2	9

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
2018	Vinay Vaid	Assistant Professor	Prant Prabhari Punjab by Crayon Art Society Tonk, Rajasthan
2018	Pooja Sharma	Assistant Professor	Performance in National festival Sahayat Manch at Mumbai
2018	Dr. Surinder Kaur	Professor	Resource Person for Two Day Capacity Building Programme on Classroom management by CBSE
2018	Vinay vaid	Assistant Professor	Resource Person at Manali Winter/Art camp

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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
PGDCA	NIL	II	20/05/2019	16/07/2019
Integrated(PG)	NIL	II	14/05/2019	03/09/2019
MED	NIL	IV	14/05/2019	25/09/2019
Integrated(PG)	NIL	I	10/12/2018	01/03/2019
PGDCA	NIL	I	11/12/2018	27/02/2019

MEd	NIL	III	12/12/2018	20/03/2019
BEd	Nil	I	14/05/2019	29/07/2019
BEd	Nil	III	07/12/2018	02/04/2019
BEd	NIL	II	16/05/2019	27/07/2019
BEd	Nil	I	10/12/2018	29/03/2019

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

The evaluation of the students on the basis of examinations is an integral part of the teaching-learning process. As per the university guidelines, internal and external examinations carry the ratio of 30:70. For external examinations, the question papers are designed by the university and provided manually. The College follows the guidelines of GNDU for internal evaluation and assessment procedure. At the beginning of new semester, the teaching faculty orients the students with the syllabus, its objectives and paper pattern. Counselling is also provided to students by the faculty members from time to time. The following are evaluation processes in the college: ? Seminar: The college conducts seminar where content knowledge, presentation skills, communication skills are the criteria to evaluate students. ? Group discussion: Through this technique student's knowledge, social skills, vocabulary skills, oral skills etc. are evaluated and marks are credited to them as per their participation and performance. ? Field Engagement Activities: Various field engagement activities such as visit to orphanage, museum, red-cross etc. are arranged for the students. The teachers evaluate their projects in order to promote critical thinking, analytical skills and team work among the students. ? Assignment Work: Students are required to prepare their assignment files for each paper in their respective semesters. Subject teacher certify these assignments as per student's performances. ? Performance in unit tests and house examinations: The College conducts unit tests as well as house tests in each semester. Subject teacher credit marks to students as per their performance. ? Semester Examination: As per university guidelines, students of all classes appear for the semester examinations.

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

The academic and cultural calendar is prepared before the commencement of new session by the college faculty as per the guidelines of the affiliated university. The Institute strongly trusts in transparency for its functioning. The academic calendar shows the start and end of each semester stating various activities to be conducted such as schedule of micro-teaching, the internal evaluation and the tentative schedule of external evaluation along with the list of holidays etc. Cultural calendar shows the schedule of morning assemblies, celebration of important days, festivals and tentative dates of youth festivals. Scheme of course of all the semesters of each stream is provided in the handbook of information along with the academic calendar. Various other activities performed by the institution included in calendar are as follows: ? Picnic / excursions to various places or institutes ? Honoring alumni/ eminent persons ? Adult literacy program is undertaken by the NSS volunteers ? Organization of National and International cultural events ? Inviting experts and students from different universities of the world to interact with our students ? Parent Teacher Meetings ? Visit to orphanage, blind institute, organic farming farm, various religious places, Pingalwara and Red Cross Society ? Environment awareness campaign regarding conservation and protection of our natural resources ? Tree plantation camp

2.6 – Student Performance and Learning Outcomes

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

<http://kceranjit.org/campus/program-and-course-outcomes>

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	Integrated(P G)	Education	43	43	100
Nil	Integrated(P G)	Education	45	45	100
Nil	BEd	Education	145	136	93.79
Nil	BEd	Education	188	185	98.40
Nil	BEd	Education	147	130	88.43
Nil	BEd	Education	186	183	98.38
Nil	MEd	Education	22	22	100
Nil	PGDCA	Education	22	19	86.36
Nil	PGDCA	Education	17	15	88.23
Nil	MEd	Education	22	22	100

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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)

<http://kceranjit.org/campus/student-satisfaction-survey>

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
Minor Projects	365	KCCS	75000	75000

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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 Yoga and Meditation	Teacher Education Yoga, University of Oslow	09/02/2019
Celebration of Women Day	Khalsa College of Education, Ranjit Avenue, Amritsar	08/03/2019

Seminar on Road Safety and Traffic Rules	ACP ADCP, Traffic Department, Amritsar	26/03/2019
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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
Knife Painting	Mr. Vinay Vaid	Crayon Art Society Tonk, Rajasthan	23/11/2018	Art and Craft
Six Thinking Hats	Dr. Mandeep kaur	A Soul Education Society, Dehradun	29/12/2018	Teaching

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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	Incubation Cell	Khalsa College Charitable Society, Amritsar	Art and Craft	Skill Development	29/11/2018
1	Incubation Cell	Khalsa College Charitable Society, Amritsar	Theatre Skills	Skill Development	21/08/2018

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	1	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
Education	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	Education	16	3
International	Education	2	2

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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
Education	13

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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
Dr. Baba Saheb AMbedhar and Humanism	Dr. Gurmanjit Kaur	International multilingual research journal	2018	0	Khalsa College of Education Ranjit Avenue Amritsar	0
Budhism is a philosophy not a religion	Dr. Gurmanjit Kaur	Current Global Reviewer	2018	0	Khalsa College of Education Ranjit Avenue Amritsar	0
Education system in Buddhas Era and Present Education System	Dr. Harjinder kaur	Global peace: Boudha Dhamma	2018	0	Khalsa College of Education Ranjit Avenue Amritsar	0
Buddhas Approaches to overcome addiction	Mandeep Kaur	First scientist in the world Lord Gautam Budha	2018	0	Khalsa College of Education Ranjit Avenue Amritsar	0
Study of Home Environment and adjustment among adolescents of working and non working mothers	Poonam Mahajan	Education AL Quest	2018	0	Khalsa College of Education Ranjit Avenue Amritsar	0
The Nobel Eightfold Path-The Heart of Buddha's Teaching	Poonam Mahajan	First Scientist in the World Lord Gautam Buddha	2018	0	Khalsa College of Education Ranjit Avenue Amritsar	0
Dr. Baba Saheb	Dr. Parwin derjit	International Multil	2018	0	Khalsa College of	0

AMbedhar and Humanism	Kaur	ingual Research Journal, Special Issue			Education Ranjit Avenue Amritsar	
Self-concept and perceived loneliness : A comparative study of mainstream and segregated visually impaired students	Dr. Parwin derjit Kaur	Periodic Research,	2018	0	Khalsa College of Education Ranjit Avenue Amritsar	0
Web based instruction for Psychomotor Domain: A need for skill development.	Dr. Mandeep Kaur	Aarhat Multidisciplinary International Education Research Journal,	2018	0	Khalsa College of Education Ranjit Avenue Amritsar	0
Future technology for students with disabilities	Dr. Mandeep Kaur	Invertis Journal of Science Technology	2018	0	Khalsa College of Education Ranjit Avenue Amritsar	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
The Impact of Organizational Justice on Organizational Commitment: a Perception Study on Teachers of Bhutan.	Kamalpreet Kaur	International Journal of Recent Technology and Engineering	2019	2	2	Lovely Professional University
Web based instruction for Psychomotor	Dr. Mandeep Kaur	Aarhat Multidisciplinary International	2018	3	0	Khalsa College of Education Ranjit

Domain: A need for skill development.		Education Research Journal,				Avenue Amritsar Khals a College of Education Ranjit Avenue Amritsar
Demographic Study on Academic Procrastination Among Secondary School Students	Dr. kamalpreet Kaur	International Journal in Education	2018	2	1	Lovely Professional University
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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	0	5	0	0
Presented papers	1	14	0	0
Resource persons	0	4	0	0
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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
Value Inculcation	Ajanta Public School Amritsar	2	79
Computer Literacy Programme	Harsha Chhina School, Amritsar	5	20
Art Competition on : Aids Awareness, Gender Issues and Corruption Eradication	Partner Schools, Amritsar	12	150
Health Campaign	Red Cross, Amritsar	15	195
Career Counselling	IBT Institute	5	150
Extension Lecture on Parameters of Teaching Effectiveness	Allahabad University, Allahabad	8	174
Extension Lecture on Placement	AIECS Pvt. Limited	2	250

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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
National Art Camp International Exhibition	Certificate of Appreciation	NIFT Kangra, HP	54
Computer Literacy	Award of Appreciation	Harsha Chhina School, Amritsar	10
Health Campaign	Award of Appreciation	Indian Red Cross Society	13
Value Inculcation	Award of Appreciation	Ajanta Public School, Amritsar	79
Chalk Carving	Award of Appreciation	Art Motivation	125
Zonal Youth Festival	Award of Appreciation	GNDU Amritsar	557

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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	Harsha Chhina School, Amritsar	Cleanliness and Plantation Drive	26	190
ECO- Club	NGO	Seminar on Swachh Bharat movement	30	200
Communal Harmony	Khalsa College of Education, Ranjit Avenue	Walk for Peace	10	150
Promotion of Secularism	Khalsa College Charitable Society, Amritsar	Procession Devoted to Guru Nanak Dev Ji's Birthday	32	387

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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
Faculty Exchange programme at GNDU	6	Khalsa College Charitable Society Amritsar	3
Faculty Exchange programme at Shaheed Bhagat Singh College of	3	Khalsa College Charitable Society Amritsar	2

Education, Patti			
Faculty Exchange programme at Anand College of Education, Jethuwal	3	Khalsa College Charitable Society Amritsar	2
Student Exchange Programme at GNDU	28	Khalsa College Charitable Society Amritsar	4
Student Exchange Programme at Khalsa College of Education, GT Road, Amritsar	17	Khalsa College Charitable Society Amritsar	3
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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 /research lab with contact details	Duration From	Duration To	Participant
B.Ed Internship Sem III	School Internship Programme	Ajanta Public School, Basant Avenue, Amritsar	09/08/2018	23/11/2018	11
B.Ed Internship Sem III	School Internship Programme	Govt. Sen. Sec. School, Karampura, Ranjit Avenue Amritsar	09/08/2018	23/11/2018	12
B.Ed Internship Sem III	School Internship Programme	Sri Guru Hakrishan Public School, Ranjit Avenue D-Block Amritsar	09/08/2018	23/11/2018	10
B.Ed Internship Sem III	School Internship Programme	Shri Guru Hargobind Khalsa Sen. Sec. School, Chheharta, Amritsar	09/08/2018	23/11/2018	12
B.Ed Internship Sem III	School Internship Programme	Shaheed Udam Singh Memorial Secondary	09/08/2018	23/11/2018	12

		School, Putlighar, Amritsar			
B.Ed Internship Sem III	School Internship Programme	Khalsa College Sen. Sec. School (Boys), G.T. Road, Amritsar	09/08/2018	23/11/2018	12
B.Ed Internship Sem III	School Internship Programme	Khalsa College Sen. Sec. School (Girls), G.T. Road, Amritsar	09/08/2018	23/11/2018	13
B.Ed Internship Sem III	School Internship Programme	Khalsa College Public School, G.T. Road, Amritsar	09/08/2018	23/11/2018	12
B.Ed Internship Sem III	School Internship Programme	Khalsa Inter national Public School, Ranjit Avenue, Amritsar	09/08/2018	23/11/2018	14
B.Ed Internship Sem III	School Internship Programme	Sri Guru Hakrishan Public School, Basant Avenue, Amritsar	09/08/2018	23/11/2018	12

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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
Guru Kashi University, Bathinda	16/07/2018	Placement and Research	8
Shaheed Bhagat Singh College of Education, Patti	01/11/2018	Faculty, information and cultural Exchange	10
Sidana College of Education, Amritsar	23/01/2019	Faculty and Student Exchange	25

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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
550000	453210

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Newly Added
Class rooms	Newly Added
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Newly Added
Seminar halls with ICT facilities	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added

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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 patially)	Version	Year of automation
KCCSMS	Fully	1	2017

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	11140	3545607	472	48605	11612	3594212
Reference Books	490	863200	20	5064	510	868264
e-Books	650	0	145	0	795	0
Journals	20	14750	4	3800	24	18550
e-Journals	32	0	3	0	35	0
Digital Database	1	0	0	0	1	0
CD & Video	239	500	2	100	241	600
Library Automation	1	0	0	0	1	0
Weeding (hard & soft)	0	0	0	0	0	0
Others (specify)	0	0	0	0	0	0

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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. Ruchi Bhargava	Learning Social Science at Upper Primary Level	DTH Channel No. 32, SwayamPrabha	07/07/2018
Dr. Surinder Kaur	Idealism	KCCS	12/09/2018
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	27	1	2	1	0	0	0	32	0
Added	0	0	0	0	0	0	0	0	0
Total	27	1	2	1	0	0	0	32	0

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

32 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
White Board, Projector, camera, Camera Tripod, Speaker, headphones, laptop	http://kceranjit.org/campus/e-lectures

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
1220000	1184314	300000	179995

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 Maintenance: The institution follows procedures and policies for maintaining and utilizing physical, academic and support facilities. The regular updates to augment the infrastructure in addition to maintain the existing infrastructure is a common practice. An action plan is chalked out to meet requirements of infrastructural augmentation and maintenance. This action plan is determined on the basis of feedback of the students, faculty members, lab and support staff, and visitors to the college and also on the topical requirements. Suggestions and demands received from students, teachers, support staff and different committees regarding infrastructure maintenance are also discussed with the Principal through their respective heads or conveners. Minor and emergency infrastructure maintenance requirements are not included in the action plan as these are met with immediate effect by the Principal. The

expenditure incurred is met from the financial grants received from funding agency i.e. management funds. The specific staff for regular maintenance of infrastructure includes - electricians, computer labs technicians, plumber, carpenter, mason, mails and janitors in addition to security staff. A hierarchical system with clearly defined duties and responsibilities is set up to maintain infrastructure. All the teaching blocks are under a senior teacher who acts as the coordinator of the block, looking after the maintenance and cleanliness affairs of the block. The coordinators work in consultation with the Principal. Maintenance and housekeeping staff is associated with coordinators for smooth conduct of related activities. The coordinators are allowed freedom to form teams from faculty members for effective functioning of the system. The responsibility of the library maintenance lies with the librarian. The administrative block is under the care of the Office Superintendent. The college campus is maintained by the Campus Ecology and Maintenance Committee of the college which looks after general cleanliness, support facilities like notice boards, drinking water, waste management and other facilities for students. It also looks after the Student Centre and the Hostel Mess through their respective contractors. The girls and boys hostels are the responsibility of their respective wardens. Sports playgrounds are maintained by the support staff under the supervision of the Physical Education teacher. Labs in different departments are the responsibility of their respective heads. Labs have a sufficient number of support staff which takes care of lab maintenance. The Internet facilities and networking extended throughout the campus is maintained by the head of the computer lab.

Infrastructure Utilization: The institution has a definite policy of optimum utilization of institutional infrastructure. Specific duties have been assigned in this regard. Examination and timetable committee is responsible for finalizing the time table in consultation with the Principal for optimal use of classrooms and labs. Requests for use of college infrastructure by outside agencies are dealt with by the Principal directly Through 1. Conducting various examinations. 2. Sports grounds for fitness purposes are also allowed. 3. Library is permitted to scholars and students not belonging to the institution These programs are to generate financial resources for college

<http://kceranjit.org/campus/procedures-policies-for-maintaining-utilizing-infrastructure/>

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	Financial support from Khalsa College Charitable Society, Amritsar	81	541200
Financial Support from Other Sources			
a) National	National Scholarship Scheme	9	0
b) International	Nil	0	0

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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

D.EI.Ed	11/11/2018	100	NIOS sponsored Teacher Training Programme for Elementary Teacher Govt. of Punjab
Seminar on Road Safety and Traffic Rules Awareness	26/03/2019	210	Traffic Commissionerate of Police, Amritsar
Seminar on Autism Awareness	06/04/2019	200	Pingalwara, Amritsar
Extension lecture regarding placement	07/03/2019	210	AIECS, Private Ltd
Workshop on Yoga and meditation	09/02/2019	250	Yoga Alliance Foundation, Oslo(Norway)
Career counselling for Competitive Exam	16/01/2019	195	IBT Institute, Amritsar
Extension Lecture on Health Fitness (Yoga Meditation)	22/08/2018	167	Ajanta public School amritsar
Special Time Table for Remedial Teaching	16/11/2018	50	Khalsa College of Education, Ranjit Avenue, Amritsar
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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
2018	B.Ed Entrance Test	70	70	67	26
2018	TET Entrance Test	140	140	27	20
2018	UGC	22	5	3	3
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
7	7	4

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
Mount Litra School	25	3	Sri Guru Harkrishan International School, D-Block Ranjit Avenue	10	5
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	5	B.Ed.	Khalsa College of Education, Ranjit Avenue, Amritsar.	Guru Nanak Dev University, Amritsar.	M.Ed.
2018	10	B.Ed.	Khalsa College of Education, Ranjit Avenue, Amritsar.	Guru Nanak Dev University, Amritsar.	M.A.
2018	6	M.Ed.	Khalsa College of Education, Ranjit Avenue, Amritsar.	IELTS	Diploma/Degree in higher education
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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	3
Any Other	13
Any Other	14
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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
Youth Festival	University Level	557
Sports Meet	College level	250
Light Sound	State Level	50
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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
2018	Appreciation Certificate	National	0	1	1510	Gurpreet kaur
2019	Appreciation Certificate	National	0	1	1179	Tarun Bharnarhia
2018	Appreciation Award	National	0	1	132	Japneet 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)

The college facilitates the progress of student through student support services and IQAC ensures that students are abide by that. For the smooth functioning and administration of the college various committees are formed in the organizational structure of the college which look after various academic and administrative functions of the institution. Following is the list of various committees which have student teacher's representation on it: 1. Academic Committee. The main task of this committee to ensure the smooth functioning of academic activities throughout the year. The Academic Committee is responsible for evaluation of the academic performance of student teachers through monthly and mid-term exams. 2. Bursar Committee: The main task of this committee was to take care for the purchase of the college. It maintains the stock register and plans for new purchase according to demands and expectations of students. Zonal youth festival of Guru Nanak Dev University was hosted by this college and bursar committee performed their duties remarkably. 3. Research Committee: Research Committee fosters the growth of knowledge of staff and expertise them in research. College Principal ensured at least two staff member's participation in each workshop conducted under MHRD GNDU. Regular seminars/ workshops/extension lectures were organized in the college to extend the knowledge and promote research. 4. Anti-Ragging Committee: Anti-Ragging Committee was formed to monitor and oversee the ragging cases in the institution. For this online anti -ragging forms were filled by the students as mandatory. Proper Record was maintained by the committee. 5. Admission Committee: The Admission Committee ensures the smooth functioning of admission process. From filling of form till allocation of seats, students were properly guided and proper record of admission forms and certificates of students was done by this committee for further reference. 6. College Discipline Committee: Discipline Committee was formed to take care of the student discipline and its related problems. They ensure full discipline throughout the year during regular classes and for the smooth implementation of the college timetable. 7. Time table Committee: Time table committee helps in smooth and cordial functioning of institution. Special timetable was framed during youth festival and remedial teaching timetable was framed for the academically weaker students. 8. Library Committee: Library committee looks into formulating the norms for issuing of the relevant books to the student teachers and other functioning of the library such updating of library resources, purchase and upgrade of software, enhancing library services. 9. Examination Committee: The Examination Committee was formed to ensure smooth execution of house test.

Record of notices with regard to exams, datesheets and award lists of the house tests were properly maintained by this committee. 10. IQAC Committee: IQAC committee was formed to initiate, plan and supervise various activities which are necessary to increase the quality of the education imparted in college. Simultaneously teachers were assigned the duties to write chapter wise report . 11. Cultural committee: Cultural committee was formed to organize cultural events in the college during youth festival as well as during college functions and morning assemblies.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Khalsa College of Education, Ranjit Avenue, Amritsar was established in 2005 and Alumni Association of our college was also registered. Every year there was a remarkable enrolment in the number of alumni members. These members are always the big source of motivation for the students. This alumni is very important and helpful for the placement of our students in different schools because many alumni members are holding the position of principal, coordinator and other prestigious positions. These members are invited on the various occasions of college like teachers day, annual functions, orientation day etc to share their experience with the institution and the way they can lead their life in the better way. On 2nd March 2019 there was alumni meet headed by college principal. More than 70 alumni members participated in that meet. Dr Gurpreet Kaur gave the tips with regard to research specially how to write synopsis to M.Ed students. These members are frequently invited during skill in teaching final discussion lesson as an external supervisor. During this period, they give excellent feedback to improve their teaching abilities to serve better in real school environment. On this occasion alumni members were acknowledged. Awareness with regard to global warming and eco-friendly campaign was organised with the help of alumni members. Extension lecture on fitness and health was given by alumni member Dr. Prashant Mehra. Tips on advance research was shared by alumni members with research students. List of other activities performed by Alumni Members 1. Financial help by these members to financially weak students. 2. Donation of books in the library. 3. Helps in the placement of the students by informing about the requirements of teachers in various schools. 4. Filling of feedback Performa for the improvement of functioning of the institution 5. One of the important event of our institute i.e Procession on Guru Nanak Dev Ji's Prakash Gurupurb, they are always invited to join. 6. 550th birthday of Shri Guru Nanak Dev ji was celebrated at grand scale. College organised Light and Sound show to preach the teachings of Guruji in various educational institute, wherein the alumni of the college also participated and attended. The college alumni association is moving ahead with selfless intentions for the growth and development of college students and the society around. The association will continuously work towards its vision for a better tomorrow.

5.4.2 – No. of enrolled Alumni:

200

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

60000

5.4.4 – Meetings/activities organized by Alumni Association :

Four meetings in a year 1. Research tips on how to write synopsis by alumni member with research scholars 2. Campaign on the theme global warming and eco-friendly with alumni members to sensitize society for environment protection.

3. Extension lecture on fitness and health was given by alumni member Dr. Prashant Mehra 4. Acknowledgement and honouring of Alumni members in convocation as on 3rd March, 2019

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)

OUR VISION Khalsa College of Education shall provide a sustainable and accessible environment where we support and encourage student possibilities by building on the vibrancy of the town and where we are guided by the principles of inclusiveness, integrity, innovation, creativity, and quality. Empowered through resources, collegiality, and public support, the college will provide diverse communities with excellent educational opportunities and services. We will inspire participatory global citizenship grounded in critical thinking and an engaged, forward thinking student body. Decentralization • Various committees and cells such as Admission Committee, Cultural Committee, Academic Committee, Placement cell, Guidance and Counselling cell and IQAC etc. are constituted. • The faculty members are nominated in various committees and cells for decision making and managing the various functions of the institution. Regular inputs are taken from faculty and support staff through regular meetings for continues improvement. • Ideas are invited from Alumni and other stakeholders for innovation and improvement in functioning of institution with regard to teaching learning strategies, examination, NSS, placement etc.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	<ul style="list-style-type: none"> • Before the commencement of the session, faculty members go through curriculum and give suggestions on curriculum enrichment and development. • After careful review of curriculum, curriculum is implemented. • In this context eminent speaker and experts in curriculum field are invited to give their deliberation for curriculum development. • Every year curriculum is upgraded by adding add-on and value added courses.
Teaching and Learning	<ul style="list-style-type: none"> • The college provides infrastructural support to improve the teaching learning process as per requirement. • Seminars and extension lectures are organised to keep the teachers and students up-to-date with latest developments in their respective field. • Add-on courses and skill development programs for all round development of students are also offered by college. • Flexibility in time table. • Remedial teaching is a regular feature of

	<p>teaching learning process. • Teaching methodology adopted by teachers is according to diverse needs of the students.</p>
Examination and Evaluation	<ul style="list-style-type: none"> • The college follows the rules and regulations regarding examination and evaluation as stipulated by the affiliating university. • The college examination committee meets once in a semester to discuss various matters regarding the conduct of examination followed by student progression in academics. • The suggestions and feedback from the students help the college in taking decisions to enhance academic performance of the students. • Internal assessment is based on house examination and overall performance of curricular and co-curricular activities of the students.
Research and Development	<ul style="list-style-type: none"> • The teachers are encouraged to apply minor and major research projects from various funding agencies. • The teachers also participate and present their research papers at different levels such as local, state, national international seminars, conferences and congress. • The college organizes workshop, conferences and seminars in order to keep the faculty and students up-to-date with latest developments in various fields. • College annually publishes its own Journal in the field of Education-Khalsa Journal of Research in Education • The faculty members are involved in the supervision of Doctoral and Master level research work.
Library, ICT and Physical Infrastructure / Instrumentation	<ul style="list-style-type: none"> • College has a well-established internet facility within the campus and also ICT enabled and smart classrooms. • The entire campus has access to Wi-Fi. • Well-equipped library with computer facility and free access to Wi-Fi. • The issuing and returning of books in library are done automated. • CCTV cameras are installed in college for ensuring discipline and smooth functioning. • The attendance of faculty members as well as of students is marked on bio metric attendance machine.
Human Resource Management	<ul style="list-style-type: none"> • The college has a well stated policy regarding staff and support staff, training and development, compensation and handling grievances. • Faculty members are entitled to get self-

	<p>appraisal according to the norms of UGC and GNDU Amritsar. • Faculty members (Teaching and non-teaching) can avail maternity leave, duty leave for FDPs and research work, Medical leave and earned leave. • Seminars and workshops are conducted by college for skill development of faculty members.</p>
Industry Interaction / Collaboration	<ul style="list-style-type: none"> • The college Training Placement cell organises interaction program with different schools and collaborated with GNDU, Amritsar for training of interns. • The college level interactive sessions were also organised for the teaching staff along with the outside participants and employers. • Time to time interaction with the practicing schools by the college Principal to know their requirements • College is collaborated with NIOS and is running open courses i.e. D.EL.ED. Program and Bridge course for in service teachers.
Admission of Students	<ul style="list-style-type: none"> • Admission of B.Ed. is purely based on an entrance test conducted by one of the three universities, i.e. GNDU (Amritsar), Panjab University (Chandigarh) and Punjabi University (Patiala) • The admission in M.Ed. is done through CET (Common Entrance Test) conducted by the GNDU Amritsar • The admission in B.Ed.-M.Ed. 3 Years integrated is done by college based on merit cum test, conducted by one of the three universities, i.e. GNDU (Amritsar), Panjab University (Chandigarh)and Punjabi University (Patiala)

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

E-governance area	Details
Planning and Development	<ul style="list-style-type: none"> • Year of implementation of e-governance in planning and development is 2014. • Annual budget and other expenses are pre planned and implemented through recommendation of Principal and approval by Khalsa College Charitable Society. • 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. • Institute maintains its website www.kceranjit.org to communicate its philosophy and updates to stakeholders.
Administration	<ul style="list-style-type: none"> • The administrative activities involve maintenance of records related to

	<p>infrastructure, faculty, support staff and students, inventory etc. of the college. • Fees record of students, salary and increment records of faculty and non-teaching staff, maintenance of admission records of different teacher training programs are maintained on e-governance.</p>
Finance and Accounts	<p>The Institute has already taken various steps for implementation of E-Governance in Finance Accounts: • On line salary payment • On line deposit of PF/ESI • On line deposit of TDS • On line approval of leaves • On line payslips and leave records of staff</p>
Student Admission and Support	<p>• College provides support to students from entry to exit in various forms. • All data of the student's i.e. personal details, date of admission, status of fees etc. are available on e governance website. • Students can avail Scholarships granted by Khalsa College Charitable Society, Amritsar on the basis of merit, fatherless cases, academic and co-curricular excellence and in sports category. • Management also provides welfare schemes like medical insurance, in campus medical facility, loan facility for needy students.</p>
Examination	<p>? Internal and practical assessments are uploaded on affiliating University online portal. ? Examination fees is paid online on affiliating University online examination portal ? Regular home assignments, class tests, tutorials are given to student as a part of continuous assessment process and internal assessment are based on these parameters.</p>

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
2018	Mr Yudhpreet Singh	Workshop on Instructional strategies for social science teachers	All workshops were organized by GNDU, Amritsar in collaboration with PMMNMT Scheme and were free for	11037

			teachers.	
2018	Mr Paramjit Singh	Workshop on Instructional strategies for social science teachers	All workshops were organized by GNDU, Amritsar in collaboration with PMMMMNMT Scheme and were free for teachers.	11361
2018	Dr. Mandeep Kaur	Workshop on "E Content Development"	All workshops were organized by GNDU, Amritsar in collaboration with PMMMMNMT Scheme and were free for teachers.	29911
2018	Dr Parwinderjit Kaur	Workshop on "E Content Development"	All workshops were organized by GNDU, Amritsar in collaboration with PMMMMNMT Scheme and were free for teachers.	22730
2018	Dr Ruchi Bhargava	Workshop on Instructional strategies for social science teachers Workshop on Instructional strategies for social science teachers	All workshops were organized by GNDU, Amritsar in collaboration with PMMMMNMT Scheme and were free for teachers.	13221
2018	Ms. Lakshmi Malhotra	Workshop on Instructional strategies for social science teachers	All workshops were organized by GNDU, Amritsar in collaboration with PMMMMNMT Scheme and were free for teachers.	11695
2018	Dr Vishakha Bodhi	Workshop on Instructional strategies for social science teachers	All workshops were organized by GNDU, Amritsar in collaboration with PMMMMNMT Scheme and were free for teachers.	8822

2018	Ms. Jaspreet Saini	Workshop on Instructional strategies for social science teachers	All workshops were organized by GNDU, Amritsar in collaboration with PMMNMT Scheme and were free for teachers.	11361
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Workshop on "E Content Development" by Dr. Mandeep Kaur	Nil	08/05/2019	09/05/2019	35	0
2018	"Health Fitness Program" Extension Lecture conducted by Dr. Prashant Mehra Mr. Arun Sharma (ASI in CID)	"Health Fitness Program" Extension Lecture conducted by Dr. Prashant Mehra Mr. Arun Sharma (ASI in CID)	20/11/2018	20/11/2018	35	7
2019	Extension Lecture on "Parameters of Teaching Effectiveness" by Prof. P.K.Sahoo	Nil	02/04/2019	02/04/2019	28	0
2018	Workshop on "Yoga Meditation" by Allette Thygesen Stephens, Oslo	Workshop on "Yoga Meditation" by Allette Thygesen Stephens, Oslo	08/09/2018	08/09/2018	32	5

	Norway	Norway				
2018	Nil	Workshop on "E-governance maintenance"	04/08/2018	04/08/2018	0	2
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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
Induction Training Program (GNDU, Amritsar)	13	15/05/2018	13/06/2018	30
Workshop on Instructional strategies for social science teachers	6	10/05/2019	23/05/2019	14
Workshop on "E Content Development" conducted by GNDU Amritsar	2	19/04/2019	02/05/2019	14
Refresher Course	2	08/03/2019	28/03/2019	21
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
6	0	0	15

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
PF, loan facility, Medical insurance, Medical Leave	ESIC, PF	Dr Ambedkar Scheme and National Scholarship Scheme, N.G.O, Medical Insurance

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. Likewise, an

external audit is also carried out in an elaborate way on quarterly basis.

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
Teacher Donation Fund	72000	To support financially week students
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6.4.3 – Total corpus fund generated

658200

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	GNDU	Yes	Employer
Administrative	Yes	GNDU	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 theirs wards • The parents are intimated time to time by the college regarding fee issues, discipline, attendance and other university related information • Parents provide support in cultural as well as academic events.

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

. 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.

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

• College website has been redesigned • College library is upgraded with new books of different teacher training programs. ICT enabled classrooms

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Extension Lecture on Benefits of	05/03/2018	05/03/2018	05/03/2018	180

	Ayurveda and side effects of junk food and allopathy medicine.				
2019	Extension Lecture on Career Counselling for Competitive Exam	16/01/2019	16/01/2019	16/01/2019	150
2019	Extension Lecture on Guru Nanak Dev Ji " Jeewan, Rachna te Phalsafa"	02/04/2019	02/04/2019	02/04/2019	178
2019	Extension Lecture on "Pawan Guru Paani Pita Mata Dhart Mahat" devoted for the celebration of 550th birth anniversary of Guru Nanak Dev ji.	02/06/2019	02/06/2018	02/06/2019	180
2019	Workshop on Yoga and meditation.	02/09/2019	02/09/2019	02/09/2019	170
2019	All India Art Workshop	03/12/2019	03/12/2019	03/12/2019	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
Performing of Plays on the theme 'Gender Equity' in	15/08/2018	27/10/2018	420	25

College by the students of house on duty.				
Creation of "quote of the week" board that presents famous and diverse views on 'Equity and Equality' by the students of house on duty.	15/08/2018	27/10/2018	420	25
Extension Lectures on 'How religion and Gender Intersect in Life'.	20/08/2018	20/08/2018	420	25
Discussion on UNO's theme, "Planet 50-50 by 2030: step it up for Gender Equality", organised by IQAC.	22/09/2018	22/09/2018	420	25
Research projects and classroom assignments on 'Gender Equity'.	07/01/2019	30/04/2019	96	13
On the occasion of "International Women's Day" Extension Lectures on 'UNO's theme 'Equality for women is progress for all	08/03/2019	08/03/2019	420	25

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

- Awareness move for, "Plastic-free college campus under the "Waste Management Program'.
- Extension lectures on, "Environmental consciousness and sustainability" to develop a mindset to Save Environment for their future, among Millennials (Generation Y).
- Organization of a rally both by faculty and students, in which the roads around the college campus were cleaned, recognising the National Cleanliness Drive- "Swachh Bharat Abhiyan", launched on Mahatama Gandhi's birth anniversary.
- Project on, "Tree- plantation" in

semester-I of B.Ed.- M.Ed. (3 years integrated course) students in the rural areas. • Development of a "Plant Nursery" in the college garden, so as to facilitate college guests with different ornamental plant saplings. • Promotion of paperless office by replacing office work through e-governance by the management. • Drive to support the use of green/organic food products through lectures by dieticians, agriculturists, doctors and organic pharmacists. • Providing low cost organic vegetables and fruits from Khalsa College Charitable Society's Organic Farms through its outlets at the Ramtirath Road. • Planting carbon neutral plant like snake plants, ferns, aloe- vera, tulsi, etc. "Tree-plantation" move by NSS students inside and outside college campus involving all students and teachers by making compulsory to plant at least five plants by each of them.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0
Provision for lift	Yes	0
Ramp/Rails	Yes	0
Braille Software/facilities	Yes	0
Rest Rooms	Yes	0
Scribes for examination	Yes	0
Special skill development for differently abled students	Yes	5
Any other similar facility	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	31/08/2018	1	Traffic Safety Program extension lecture, display of poster nearby the college	To make aware our youth and people around about road safety and other associated effects	95
2018	1	1	17/09/2018	12	Provision of employment in special coaching	To Help the needy and deserving ex	11

					classes for poor but bright students and Help the bright and needy students to access to stable employment and higher education opportunities	students for temporary employment and to bridge the gap between urban rural background students and bring the marginalized to mainstream	
2018	1	1	01/10/2018	6	Project by the students of B.Ed.-M.Ed. Integrated Sem.-I on 'Each One Teach One' by teaching one uneducated around	To benefit marginalized around	24
2019	1	1	09/02/2019	1	Awareness camp on Eco friendly festivals celebrations	For environmental sustainability and make common people orientate regarding these practices	17
2019	1	1	28/02/2019	1	Organisation and participation in Blood Donation Camp	Social welfare	8
2019	1	1	16/03/2019	1	Visits to Orphanages and Old Age Homes	Development of values	46

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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)
Prospectus 2018-19	01/07/2018	<p>FOR LIBRARIAN:</p> <ul style="list-style-type: none"> • Ensure discipline of the students in the library. • Prepare and issue Library cards to students • Follow up return of books issued to students and staff members. • Maintain fine collection register and instruct students to deposit the fine. • Submit list of requirement of books to the principal for further procurement. • Display new arrivals by photocopy of the cover page of the books and journals. • Receive international journals magazines and circulate highlights of important articles news. • Compile back volumes of journals and periodicals and arrange for binding and Stacking. • Display of cuttings of news papers on education /social matters on notice board.
Prospectus 2018-19	01/07/2018	<p>FOR NON-TEACHING STAFF:</p> <ul style="list-style-type: none"> • Non-Teaching staff working in the College office should remain on duty during College hours. • Non-Teaching Staff assigned to Laboratories should keep the Labs clean. • Any Loss or damage to any article in the Lab or Class Room should be reported to the Principal or Teacher in-charge in writing immediately. • Non-teaching staff will carry out their duties as instructed by the authorities to whom they are attached.
Prospectus 2018-19	01/07/2018	<p>FOR STUDENTS</p> <ul style="list-style-type: none"> Read Notice Board daily and carefully. • Be punctual and regular in their

		<p>classes. • Not miss the periods when present in the college. • Always maintain discipline and decorum in the college campus. • Take care of college property. • Keep the campus clean. • Actively participate in all the activities of the college. • Not hold any meeting without the permission of the Principal in the college campus. • Not use mobile phones in the working hours in the college except break. • Not involve in any type of ragging activity in the college campus.</p>
Prospectus 2018-19	01/07/2018	<p>FOR TEACHERS: • Responsible conduct demeanour expected by the community. • Manage their private affairs with the dignity of their profession. • Make professional growth continuous through study research. • Perform their duties in the form of teaching, tutorials, practicals, seminars research work with dedication. • Co-operate and assist in carrying out functions of college university. • Modest behaviour with male female students and other employees. • Refrain from availing leave except in unavoidable circumstances. • Try to maintain cordial contacts with management, principal guardians. • Refrain from consuming any intoxicating drug.</p>
Prospectus 2018-19	01/07/2018	<p>LABORATORY TEACHER IN-CHARGES: With the help of helping staff: • Shall maintain a stock register for all the articles, equipments, chemicals, etc. • Time to time</p>

inform the Principal for latest requirements of the labs. • Shall maintain an issuing register for the issue and return of lab material. • Maintain all the logistics year wise for the college audit.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Celebration of 'Ardas Diwas' to seek blessings of almighty and binding students with traditions	13/08/2018	13/08/2018	449
Organisation of morning assemblies as a forum for students to nurture their talents and learn various values and ethics	14/08/2018	27/10/2018	449
Celebration of Independence Day in the Assembly organised by M.Ed. Sem. I	14/08/2018	14/08/2018	449
Celebration of "World Gratitude Day" to show gratitude to helping staff	21/09/2018	21/09/2018	488
Divinity classes and divinity exam	22/09/2018	22/09/2018	25
Celebration of 'G.N.D.U. Youth Festival'	08/10/2018	10/10/2018	50
Pledge taking ceremony by Faculty and students on the occasion of 'National Integration Day' to promote righteous conduct, peace and universal brotherhood	20/11/2018	20/11/2018	500
Procession by the Institution from college to "Golden Temple".	23/11/2018	23/11/2018	482

Observation of World AIDS Day	01/12/2018	01/12/2018	449
Extension Lecture on International Day of Persons with Disabilities	03/12/2018	03/12/2018	449
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

<ul style="list-style-type: none"> • Sustainable Landscape and Organic Farming • Energy Conservation through natural ventilation and lighting through its building, energy efficient lighting in all classrooms and laboratories
<ul style="list-style-type: none"> • Paper waste management through paper- less office, Vermi-composting and leaf-composting is done in college itself
<ul style="list-style-type: none"> • College Beautification Committee' to make eco- friendly campus • Generating awareness through the formation of eco- clubs, by organising rallies about sense of responsibility for promoting sustainable development and conservation of environment
<ul style="list-style-type: none"> • Maintenance of the nursery of ornamental, fruits and flower plants in the college campus • Placing 'Dust-Bins' to avoid littering and to keep the campus clean
<ul style="list-style-type: none"> • Tree plantation drive inside and outside to increase green belt in and around the campus

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

The institutional best practices: 1) One of the notable best practices of our college is the efforts to "Strengthening Ties with the Community" to cultivate a sense of social responsibility in the students and inspire them for community service. Community service is exactly what it sounds like: services that one does to benefit the community. It can be done in lot many different forms to help folks out in the society and it starts from the very first day of formal schooling of a learner. Many of us in education and community development today realize that educational institutions alone cannot prepare our youth for productive adulthood. It is evident that educational institutions and communities should work closely with each other to meet their mutual goals. Appropriate and effective collaboration and teaming between community and educational institutions make the students self-sufficient in future. These services emphasize personal and community awareness among students. They need to learn to understand how actions are based on personal values and to reflect on and question their own values. If learners are to grow as individuals, it is essential that they engage with their own values and do not see service as a requirement or chore. They need to spend time and effort understanding the not just those who are high academic achievers. The culture of the school needs to evidence regular, sincere and widespread dialogue around service learning. Community service ideally should be linked to a student's passions, personal goals and ambitions. The college takes care of this and provides plenty of opportunities for those with particular skills to apply them to community service. These are as follows: ? Students with aptitudes in disciplines like languages and mathematics tutor others. ? Performing artists provide entertainment by hosting exhibitions and have their art inspired from activities in the community. ? Students with leadership and entrepreneurial experience nurture and improve their knowledge as well as others. ? Students participate in blood donation camps, plantation drives, cleanliness campaigns.

The college also organizes many social programs in partnership with community, shares college facilities and equipments with other institutions, collaborative fund raising is also done to help the needy, volunteer assistance by the college students for working with community, mentoring and training from professionals and others with special expertise information sharing and dissemination, share responsibility for planning, implementation and evaluation of programs and services like banking, expanding opportunities for internships with the help of different institutions in the society, securing jobs and recreation opportunities. Educational Institutions -community partnerships can interconnect together many resources and strategies to enhance communities that support all youth and their families. These practices improve or strengthen neighbourhoods and lead to a noticeable reduction in young peoples problems. It gives students challenging, real service that engages them actively rather than as observers so that they feel that they are making a positive contribution. Students who do community service are more likely to do well in studies. The collage has adopted a village and works for its up-liftment in all senses. 2) The second notable best practice of our college is the efforts by the Students regularly taken to "Work for Marginalized". The current climate of divisiveness, anger and fear in this country is having a significant impact on many individuals. Feelings of uncertainty are particularly heightened for communities and families struggling to understand and cope with hate-based violence, discriminatory or threatening actions or speech, and shifting policies that are causing new uncertainties for specific populations. Time to time study tours and field work is a part and parcel of this best practice. It is mandatory practice for students of all the courses. Study tours help and encourage students to understand the realities about and status of these groups in the society. Both sociological and social work aspects must be covered as forced possible we organized important institutional visit ideal villages or community development projects, government and non government funding agencies also included. Besides this creation general relevant ideas may also be included like social cultural changes in the places / regions visited exchange of ideas and exposure to group life. The students time to time work in the organizations like old age homes, orphanages and various NGOs. To practice with people at the margins of society. The college has got one 'minor UGC project' on the 'rehabilitation of imprisoned women'. So, the students here are empowered through these kinds of educational and co-curricular tasks alike to be better citizens and leaders in fast-changing culture of the country. That is why reputed educational organizations come for campus placements and have also recruited many of our students in the previous years. It is essential also that all prospective teachers and teacher educators not only understand the powers and processes that lead to disadvantage and marginalization but develop the knowledge and skills needed to bring about change and uphold social justice in all aspects of their professional practice. 3) Apart from these above two practices we also inculcate "Sensitivity and Responsibility towards Environment" in our students as environmental crisis is a burning issue from last two decades. To make the campus eco-friendly, the college maintains three ornamental gardens. We use scientific biodegradable waste management through vermi - compost pit and two manure pits (5 feet deep). Our college has developed comprehensive programs focusing on environmental challenges, prevention of water and plants. The college also inspires and educates students and staff about environmental issues, equipping them to make informed about the impact of their actions. Our college organises workshops, seminars and extension lectures on Environmental Awareness. The college also organises Tree Plantation Drive by NSS students which develops their concerns and responsibilities about their environment. The staff members and students are made aware in this regard through extension lectures which help them in keeping themselves healthy and develop positive well being. The college always concerns about keeping its surroundings, building and neighbourhood clean. There are so

many activities organised by the college from time to time in order to support different social causes like creating sensitivity and responsiveness about our surroundings. Our college is also providing books, notes, assignments, gadgets etc. It gives the opportunities to educators and students for more dynamic and interactive learning experiences that spark student's engagement in this issue.

Activities organised by the college also motivates the students and staff to improve their school, home, neighbourhood based on what they learn in their college and classrooms. We are also helping to prepare 21st century workforce faced with increasingly complex environmental issues. Sustainable Landscaping and Organic Farming is very important step taken by the college to sow its concern regarding environmental sensitivity. Many practices are also followed in order to conserve energy like natural ventilation and lighting in the building, energy efficient lights in all classrooms and laboratories, paperless office. The college has a proper 'College Beautification Committee' to make the campus eco-friendly. The college has eco clubs and has signed MOU with a local NGO- 'ECO AMRITSAR', an initiative started by local sikh community. Eco-Amritsar is an initiative begun by Sikhs but supported by a diversity of local stakeholders to make Amritsar a greener city, because it is a holy city. It helps the visitors and residents to be respectful of the natural environment in accordance with their religious beliefs, and for Amritsar to be a model of green action throughout the whole of India. It helps the City of Amritsar to reduce waste, conserve water, and expand greenery projects through tree plantings and open spaces. Its aim is for pilgrims coming to Amritsar to visit a clean green city, and to return home with ideas to improve their own footprint, and have (and pass on) a sense that being faithful is being gentle to the planet. The college students time to time voluntarily give their services for this noble cause. Consciousness and Sustainability in the College is also taken care by some activities like awareness move for Plastic-free college campus, Extension lectures on, "Environmental consciousness and sustainability" to develop a mindset to Save Environment for their future generation, organization of cleanliness rallies under the National Cleanliness Drive- "Swachh Bharat Abhiyan", launched by the Modi government on Mahatama Gandhi's birth anniversary. "Tree- plantation" move by NSS students inside and outside college campus involving all students and teachers by making compulsory to plant at least five plants by each of them. The college follows the tradition of offering plant saplings to honour the guests in the various college functions.

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

<http://kceranjit.org/campus/best-practices>

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

Recognizing its privileged position as a premier institute of Teacher Education, Khalsa College of Education, Ranjit Avenue, Amritsar, college stands out from other institutions in Teacher Education making consistent efforts in fulfilling its social responsibility towards all the sections of society. The college authorities, staff and students believe that the true essence of empowerment lies in creating sustained forms of emancipation by generating lasting opportunities for all. The outreach aimed to highlight that education and independent thought are the most effective means of breaking down social taboos. The college pursues distinctiveness as a way of focusing intellectual energy and using limited resources wisely to provide quality teachers rather than quantity teachers to the society. Our efforts to be distinctive must be in harmony with our vision, priority and thrust area. Institutional

distinctiveness sets a central theme around which excellence is built. For this, college focuses on the holistic development of our students by developing their competencies and chisel their professional skills. With the rare amalgamation of the Indian cultural traditions and modern technologies, the college aims at creating the best human resources reservoir to produce world class professionals and citizens. 'Education' is synonymous with 'liberation' liberation from all hackles, liberation from all vices, liberation from cruel customs and unjust traditions. The college expands all its resources, human as well as material to prepare passionate, innovative, secular, and humane teachers with commitment to excellence and professional outlook. The college enshrines and espouses certain objectives to keep itself in sync with the society: 1. To stimulate academic environment for enhancing quality of teaching-learning process by encouraging innovative practices. 2. To re-energize research in teacher education by promoting interdisciplinary approach, essential for innovations in the field of Teacher Education. 3. To help the prospective teachers to become a part of 'wisdom society' through organization of seminars, workshops, conferences and other techniques of higher learning. 4. To provide exposure to prospective teachers to diverse cultures and prepare students for global education challenge by bringing internationalism to the campus through student/faculty exchange programmes. 5. To develop the students holistically by inculcating ethical, social, aesthetic values among prospective teachers through value-oriented education and community service programmes. We aspire to become an institution known for its integrating inquiry and action, theory and practice. Our general liberal education program, which offers students a common exploration of the modes of intellectual inquiry and gives them processes of thought to use in their major fields of study. The expertise we have in the scholarship of teaching and learning, and in problem-based and inquiry-based learning. Our creation of classroom situations that facilitate and encourage students to become intellectuals, problem solvers, and agents of change. Our requirement that all students participate in a culminating course or experience in which they apply the lessons of their discipline. The fact that our students and their teachers, indeed all members of the Khalsa College of Education, Ranjit Avenue, Amritsar community, are engaged in professional or service activities in Amritsar and beyond.

Provide the weblink of the institution

www.kceranjit.org/campus/institutional-distinctiveness/

8.Future Plans of Actions for Next Academic Year

Many of our plans are today a reality. Yet we understand that professional education needs to be dynamic. It needs to cope with the rapid changes in the society. For the coming years we lay down following goals in our journey towards excellence. Following are the future plans: • Establishing Ph.D. Centre in the college with the permission of our affiliating body Guru Nanak Dev University. • Starting more number of diplomas and certificate courses. • Collaborations with various agencies for research oriented works. • Promoting students for undergoing Internships in various renowned National level Teacher Education Institutions. • Student-teacher exchange programs through collaboration with some national and international institutions. • Planning to construct new building to accommodate the new entrants opting for new courses. • Planning to provide Unique Identification Number to every Teacher Educator to facilitate Manpower Planning in Teacher Education. • Teaching staff should be given adequate representation in the management. • Planning to initiate some services to seek the participation of different stakeholders (practicing schools, administrators, students- teachers, guardians and community) to improve the existing practices in the college • The management and administrators should be watchful in maintaining the health of the institutions so as to make them innovative and progressive. • Practice of honouring invited guests by presenting plant saplings - a step to make people

more Environmental Conscious and Sensitive • Provision of financial awards to the college faculty by the revered Management for their teaching and research excellence. • Celebrating the important days of faculty members (birthdays, anniversaries, etc.) to make them feel good. • Provision of complete 'Digitalization of Fee Payment system to proclaim the benefit of Digital India Campaign. • Provision of sending teachers and principals to reputed foreign institutions to undergo training akin to the way teachers in the best schools of the world are trained. For this, they can be sent to foreign universities, IITs, IIMs so that they also feel that their training is being invested in. • Efforts to change the current education system which has transformed into a mere certificate distribution mechanism by improving quality academic achievements of students through proper evaluation. Removing the taboo of highlighting pass percentage as the bench mark of efficiency, avoiding of awarding marks and grades liberally to the students so that students care quality and change their attitude towards studies and become more serious and sincere in their studies • Rethinking and re-planning graduate and post- graduate curriculum • Improvement in Remedial teaching to raise levels of educational attainment, computer-aided instruction in remedial teaching for substantial benefits • Re-construction of more well-equipped hostels for both girls and boys. • Starting certain distance learning courses to cater the needs of faraway students. • Encouraging increased use of technology by upgrading our website, making all classrooms Wi-Fi and ICT enabled, increasing speed of Wi-Fi connectivity, obtaining latest software and hardwires to improve the technology based learning, subscription of more e-learning resources, processing admissions in online mode. • Above all developing a