YEARLY STATUS REPORT - 2022-2023

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

  Prof Dr Mandeep Kaur

- Designation

  Professor

- Does the institution function from its own campus?

  Yes

- Alternate phone No.

  01832507029

- Mobile No:

  9814105451

- Registered e-mail ID (Principal)

  kceranjit@gmail.com

- Alternate Email ID

  mandeepk709@gmail.com

- Address

  Khalsa College of Education C Block Ranjit Avenue

- City/Town

  Amritsar

- State/UT

  Punjab

- Pin Code

  143001

2.Institutional status

- Teacher Education/ Special Education/Physical Education:

  Teacher Education

- Type of Institution

  Co-education

- Location **Urban**

- Financial Status **Self-financing**

- Name of the Affiliating University **Guru Nanak Dev University, Amritsar**

- Name of the IQAC Co-ordinator/Director **Dr Parwinderjit Kaur**

- Phone No. **98768815533**

- Alternate phone No.(IQAC) **0183-2507029**

- Mobile (IQAC) **98768815533**

- IQAC e-mail address **kceranjit@gmail.com**

- Alternate e-mail address (IQAC)

3.Website address https://kceranjit.org

- Web-link of the AQAR: (Previous Academic Year) https://kceranjit.org/campus/report

4.Whether Academic Calendar prepared during the year? **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: https://kceranjit.org/campus/academic-calendar

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.54**	**2008**	**28/03/2008**	**27/03/2013**
Cycle 2	**A**	**3.12**	**2014**	**24/09/2014**	**23/09/2019**
Cycle 3	**A**	**3.18**	**2022**	**15/02/2022**	**15/02/2027**

6.Date of Establishment of IQAC **08/08/2008**

7.Provide the list of funds by Central/ State Government-UGC/ICSSR/ IUCTE/CSIR/DST/DBT/CPE of UGC/PMMMNMTT etc.

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
Nil	Nil	Nil	Nil	Nil

8.Whether composition of IQAC as per latest NAAC guidelines **Yes**

- Upload latest notification of formation of IQAC [View File](#)

9.No. of IQAC meetings held during the year **2**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

- (Please upload, minutes of meetings and action taken report) [View File](#)

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

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

? In order to improve internship practices, the college started school mentorship model, wherein college faculty oriented the teachers of the practising schools with the major objectives of the internship programme and the implementation of mentorship model. ? The IQAC of the college has been working hard since ever in maintaining the strong bonds with the Alumni of the college. As a part of routine the meetings with the alumni's and their interaction with the students were organized. ? As recommended by IQAC cell, the college initiated to start certain add on courses like Health and Nutrition and legal awareness. ? As per the suggestion of IQAC members college worked on the improvement of the mental health of teachers and students by arranging sessions of experts in the field. The guidance and counselling cell of the college has been very active in providing the needed counselling through its counselling cell.

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year (web link may be provided).

Plan of Action	Achievements/Outcomes
Community Development Programmes	The College always shows a concern about community development and extends a welcoming hand to participate in community enrichment activities. This year different activities related to environmental awareness, enrichment of two villages and child literacy were organized successfully. The students visit the various community organisations and perform activities to aware and develop the society.
Exchange Programmes	The college has established linkages with other institutes and in the present year, number of faculty members and students participated in various student, faculty and research exchange Programmes for their professional development and wide exposure.
Go Green& Go Clean Campaigns	The College continuously makes efforts to spread awareness among the students regarding pollution free environment by performing activities like tree plantation. Instructions to turn off the lights when not in use were placed at many places in the institutions. Recycle and reuse of waste papers was encouraged in the institution. This year students and teachers were encouraged to vehicle pooling to save fuel.
On Campus Placement Drive	The placement cell of the

	college invited varied schools in the college campus and arranged for the on campus job placements for students. Various schools approached and interviewed our students and offered them teaching positions in their schools.
Remedial Teaching	Under remedial teaching program, weak students in different subjects in various courses were diagnosed, followed by the remedial sessions given by the master teachers in each course identified by the principal. The students got benefitted out of these sessions and an improvement was seen in their results.

13.Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
Khalsa College Charitable Society Amritsar	23/12/2023

14.Whether institutional data submitted to AISHE

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	Prof Dr Mandeep Kaur
• Designation	Professor
• Does the institution function from its own campus?	Yes
• Alternate phone No.	01832507029
• Mobile No:	9814105451
• Registered e-mail ID (Principal)	kceranjit@gmail.com
• Alternate Email ID	mandeepk709@gmail.com
• Address	Khalsa College of Education C Block Ranjit Avenue
• City/Town	Amritsar
• State/UT	Punjab
• Pin Code	143001
2.Institutional status	
• Teacher Education/ Special Education/Physical Education:	Teacher Education
• Type of Institution	Co-education
• Location	Urban
• Financial Status	Self-financing

• Name of the Affiliating University	**Guru Nanak Dev University, Amritsar**
• Name of the IQAC Co-ordinator/Director	**Dr Parwinderjit Kaur**
• Phone No.	**98768815533**
• Alternate phone No.(IQAC)	**0183-2507029**
• Mobile (IQAC)	**98768815533**
• IQAC e-mail address	**kceranjit@gmail.com**
• Alternate e-mail address (IQAC)	
3.Website address	https://kceranjit.org
• Web-link of the AQAR: (Previous Academic Year)	https://kceranjit.org/campus/report
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://kceranjit.org/campus/academic-calendar

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.54**	**2008**	**28/03/2008**	**27/03/2013**
Cycle 2	**A**	**3.12**	**2014**	**24/09/2014**	**23/09/2019**
Cycle 3	**A**	**3.18**	**2022**	**15/02/2022**	**15/02/2027**

6.Date of Establishment of IQAC	**08/08/2008**

7.Provide the list of funds by Central/ State Government-UGC/ICSSR/ IUCTE/CSIR/DST/DBT/CPE of UGC/PMMMNMTT etc.

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
Nil	**Nil**	**Nil**	**Nil**	**Nil**

8.Whether composition of IQAC as per latest NAAC guidelines	Yes	
• Upload latest notification of formation of IQAC	View File	
9.No. of IQAC meetings held during the year	2	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• (Please upload, minutes of meetings and action taken report)	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

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

? In order to improve internship practices, the college started school mentorship model, wherein college faculty oriented the teachers of the practising schools with the major objectives of the internship programme and the implementation of mentorship model. ? The IQAC of the college has been working hard since ever in maintaining the strong bonds with the Alumni of the college. As a part of routine the meetings with the alumni's and their interaction with the students were organized. ? As recommended by IQAC cell, the college initiated to start certain add on courses like Health and Nutrition and legal awareness. ? As per the suggestion of IQAC members college worked on the improvement of the mental health of teachers and students by arranging sessions of experts in the field. The guidance and counselling cell of the college has been very active in providing the needed counselling through its counselling cell.

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year (web link may be provided).

Plan of Action	Achievements/Outcomes
Community Development Programmes	The College always shows a concern about community development and extends a welcoming hand to participate in community enrichment activities. This year different activities related to environmental awareness, enrichment of two villages and child literacy were organized successfully. The students visit the various community organisations and perform activities to aware and develop the society.
Exchange Programmes	The college has established linkages with other institutes and in the present year, number of faculty members and students participated in various student, faculty and research exchange Programmes for their professional development and wide exposure.
Go Green& Go Clean Campaigns	The College continuously makes efforts to spread awareness among the students regarding pollution free environment by performing activities like tree plantation. Instructions to turn off the lights when not in use were placed at many places in the institutions. Recycle and reuse of waste papers was encouraged in the institution. This year students and teachers were encouraged to vehicle pooling to save fuel.
On Campus Placement Drive	The placement cell of the college invited varied schools in the college campus and arranged for the on campus job

	placements for students. Various schools approached and interviewed our students and offered them teaching positions in their schools.
Remedial Teaching	Under remedial teaching program, weak students in different subjects in various courses were diagnosed, followed by the remedial sessions given by the master teachers in each course identified by the principal. The students got benefitted out of these sessions and an improvement was seen in their results.

13.Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
Khalsa College Charitable Society Amritsar	23/12/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	28/04/2023

15.Multidisciplinary / interdisciplinary

Khalsa College of Education, Ranjit Avenue, Amritsar is offering the integrated programmes: B.Ed.-M.Ed.(Three Years Integrated) and BA-B.Ed. (Four Years Integrated)along with B.Ed. and M.Ed. courses. In addition to this, the college offered Add on Courses;Health and Nutrition and Legal Awareness. Beside this, the students are also encouraged to enrol themselves in various interdisciplinary online/offlineself-study courses along with their regular education. Moreover, various extension activities are organised for students like interaction sessions with

experts, seminars and extension lectures etc.

16. Academic bank of credits (ABC):

As initiated by NEP 2020, ABC is a credit facility envisioned by the Government of India. It is a virtual mechanism that will deal with the credits earned by students of Higher Education Institutes in India recoginsed by UGC. The college is in the planning phase of getting registered for the ABC through the DigiLocker NAD portal. Also, we encourage our students to attend online MOOC courses run by NPTEL and SWAYAM. The college is also motivating the faculty to attend FDPs, Refresher Courses and Workshops etc. to gain insight into the newly launched system so that they become well versed with the system and acquaint the students with the same.

17. Skill development:

The college has State-of - the-Art infrastructure including well equipped Language Lab, Computer Lab, Smart Classroom, Psychology Lab, Maths Lab, Geography Lab, Art Lab, Physical Education Lab, Science and Home Science lab. The labs are enriched with multiple resources and the open access is given to all students where they can focus on enhancing their professional skills. The college emphasises more on experiential and practicaloriented learning for skill development amongst students. To provide the learners with the platform to enrich their skills, MoUs with industry/academia are signed by the collegefrom time to time.

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

The college is preserving the authenticity of Indian multi-lingual system by using different languages (English, Punjabi, Hindi) in teaching-learning process. The students are also provided with study materials/web links in all the three languages to enhance their understanding of the content. To equip the students with receptive skills (listening and reading) and productive skills (speaking and writing) in all the three languages, bridge courses are offered and expert sessions are organised as well by the college. The students are motivated to attend the online courses in their language of their choice. Even the students are given the opportunity to choose medium of instruction of their choice.

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

Focus on Outcome based education (OBE): The college has uploaded Programme Outcomes (PO's),

Programme Learning Outcomes (PLO's), and Course Outcomes (CO's) on the college website in order
to achieve OBE. The same are shared with students during student induction programme and while
teaching in classrooms as well. The accomplishment of Programme Outcomes (PO's), Programme
Learning Outcomes (PLO's), and Course Outcomes (CO's) are calculated for all subjects and
programmes through the sessional work, house test assessments and final exams.

20.Distance education/online education:

Sufficient infrastructure and facilities have been developed for conducting online lectures as and when required. The e-platforms like Zoom, Google Meet and
Microsoft Teams etc. are used for varied teaching learning tasks. The college has provided access to
online Research databases like N- List to the faculty and students in order to promote research. The
college also focuses on blending online education with conventional mode of learning. The faculty
shares links for various LMS, MOOCs, videos and web-links with students to promote online
education and motivates them to join these courses. The college provides adequate amenities like
well-equipped laboratories, internet services, access to library etc. to the students.

Extended Profile

1.Student

2.1 Number of students on roll during the year	**662**

File Description	Documents
Data Template	[View File](#)

2.2 Number of seats sanctioned during the year	**440**

File Description	Documents
Data Template	[View File](#)

2.3 Number of seats earmarked for reserved categories as per GOI/State Government during the year:	196

File Description	Documents
Data Template	View File

2.4 Number of outgoing / final year students during the year:	264

File Description	Documents
Data Template	View File

2.5Number of graduating students during the year	264

File Description	Documents
Data Template	View File

2.6 Number of students enrolled during the year	241

File Description	Documents
Data Template	View File

2.Institution

4.1 Total expenditure, excluding salary, during the year (INR in Lakhs):	10786074
4.2 Total number of computers on campus for academic purposes	88

3.Teacher

5.1 Number of full-time teachers during the year:	41

File Description	Documents
Data Template	**View File**
Data Template	**View File**

5.2 Number of sanctioned posts for the year:	**58**

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Planning

1.1.1 - Institution has a regular in house practice of planning and/or reviewing, revising curriculum and adapting it to local context /situation. Describe the institutional process of planning and/or reviewing, revising curriculum and adapting it to the local context in not more than 100 - 200 words

Every year, IQAC develops the college academic calendar while taking the university's schedule into consideration. It is available online and printed in the college information handbook. Our college is affiliated with Guru Nanak Dev University, in Amritsar, adheres to its recommended curriculum. Although we are not given any autonomy in creating the curriculum, it is always under review because stakeholders are asked for suggestions and comments each year. The curriculum is reviewed with the support of the Curriculum Development Cell and the committee prior to the start of the next academic session. Members of this cell are senior and experienced faculty members who take proactive initiatives to expand the curriculum by rigorously identifying any gaps in it. The suggestions for the curriculum improvement of all courses under different programs are given to BOS nominee from the college who represents these suggestions in BOS meeting in university. Some of the suggestions are approved by the university and some are sent to NCTE and UGC for further approval. In addition to this curriculum development cell of college plan for add-on/value-oriented courses/Certificate courses based on societal demands, publicize there among students and work for their implementation vigorously.

File Description	Documents
Details of a. the procedure adopted including periodicity, kinds of activities b. Communication of decisions to all concerned c. Kinds of issues discussed	View File
Plan developed for the academic year	View File
Plans for mid- course correction wherever needed for the academic year	View File
Any other relevant information	No File Uploaded

1.1.2 - At the institution level, the curriculum planning and adoption are a collaborative effort; Indicate the persons involved in the curriculum planning process during the year Faculty of the institution Head/Principal of the institution Schools including practice teaching schools Employers Experts Students Alumni	A. All of the above

File Description	Documents
Data as per Data Template	View File
List of persons who participated in the process of in-house curriculum planning	View File
Meeting notice and minutes of the meeting for in-house curriculum planning	View File
A copy of the programme of action for in- house curriculum planned and adopted during the academic year	View File
Any other relevant information	No File Uploaded

1.1.3 - While planning institutional curriculum, focus is kept on the Programme Learning Outcomes (PLOs) and Course Learning Outcomes (CLOs) for all programmes offered by the institution, which	A. All of the Above

are stated and communicated to teachers and students through Website of the Institution Prospectus Student induction programme Orientation programme for teachers

File Description	Documents
Data as per Data Template	View File
URL to the page on website where the PLOs and CLOs are listed	https://kceranjit.org/campus/2022-2023
Prospectus for the academic year	View File
Report and photographs with caption and date of student induction programmes	View File
Report and photographs with caption and date of teacher orientation programmes	View File
Any other relevant information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Curriculum provides adequate choice of courses to students as optional / electives including pedagogy courses for which teachers are available

1.2.1.1 - Number of optional / elective courses including pedagogy courses offered programme-wise during the year

62

File Description	Documents
Data as per Data Template	View File
Circular/document of the University showing duly approved list of optional /electives / pedagogy courses in the curriculum	View File
Academic calendar showing time allotted for optional / electives / pedagogy courses	View File
Any other relevant information	Nil

1.2.2 - Number of value-added courses offered during the year

2

1.2.2.1 - Number of value-added courses offered during the year

2

File Description	Documents
Data as per Data Template	[View File](#)
Brochure and Course content along with CLOs of value-added courses	[View File](#)
Any other relevant information	No File Uploaded

1.2.3 - Number of students enrolled in the value-added courses as mentioned in 1.2.2 during the year

90

1.2.3.1 - Number of students enrolled in the value-added courses as mentioned in 1.2.2 during the year

90

File Description	Documents
List of the students enrolled in the value-added course as defined in 1.2.2	[View File](#)
Course completion certificates	[View File](#)
Any other relevant information	No File Uploaded

1.2.4 - Students are encouraged and facilitated to undergo self-study courses online/offline in several ways through Provision in the Time Table Facilities in the Library Computer lab facilities Academic Advice/Guidance	All of the above

File Description	Documents
Data as per Data Template	View File
Relevant documents highlighting the institutional facilities provided to the students to avail self study courses as per Data Template	View File
Document showing teachers' mentoring and assistance to students to avail of self-study courses	View File
Any other relevant information	No File Uploaded

1.2.5 - Number of students who have completed self-study courses (online /offline, beyond the curriculum) during the year

04

1.2.5.1 - Number of students who have completed self-study courses (online /offline, beyond the curriculum) during the year

04

File Description	Documents
Data as per Data Template	View File
Certificates / evidences for completing the self-study course(s)	View File
List of students enrolled and completed in self study course(s)	View File
Any other relevant information	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Curriculum of the institutions provides opportunities for the students to acquire and demonstrate knowledge, skills, values and attitudes related to various learning areas Describe the curricular thrusts to achieve the following in not more than 100 - 200 words each A fundamental or coherent understanding of the field of teacher education Procedural knowledge that creates teachers for different levels of school education skills that are specific to one's chosen specialization Capability to extrapolate from what one has learnt and apply acquired competencies Skills/Competencies such as: Emotional Intelligence, Critical Thinking, Negotiation and Communication Skills, Collaboration with others, etc.

For providing coherent understanding of the field of Teacher Education, prior to the start of regular classes, new entrants are given a comprehensive understanding of various Teacher Education programs through the introduction program. Students are exposed to the goals and activities of the teacher education programs that will be implemented during their program of study. ? Procedural expertise produces teachers with specific knowledge at various levels of education in the classroom. The university promises that via innovative teaching methods and practical experience, including internships, fieldwork, field trips, laboratory work, and other activities, students will be able to learn information and skills at all levels of schooling. ? By exposing the students to both theoretical and practical facets of teaching students' skills are developed during school internships and field engagement activities where students put their recently gained knowledge and abilities to practical use. Students in the M.Ed. program use their newly acquired abilities while conducting their research work. ? The focus is entirely on the students' skill/competency development through EPCs (Enhancing Professional Capacities) based subjects like life skills, ICT, understanding the

self. These subjects leads to the development of variety of personal, social and emotional competences that will help them navigate their surroundings.

File Description	Documents
List of activities conducted in support of each of the above	View File
Documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded
Photographs indicating the participation of students, if any	View File

1.3.2 - Institution familiarizes students with the diversities in school system in Indian as well as international and comparative perspective. Describe in not more than 100-200 words how students are familiarized with the diversity in school system in India with respect to: Development of school system Functioning of various Boards of School Education Functional differences among them Assessment systems Norms and standards State-wise variations   International and comparative perspective

Based on their curriculum, students in the three-year integrated B.Ed.-M.Ed. program, B.Ed. and M.Ed. programs analyze system with

respect to their specialization like inclusive education, educational technology, Educational studies etc. and prepare a comprehensive profile of the same through their research work. Dissertations help PG students become acquainted with differences in the educational system. ? Students visit schools affiliated to different boards like, State Board, Central Board and International Boards to compare the functioning of the boards by preparing the profile of the school illustrating the various activities of the school under different boards. These visits are carried out under field visit program namely Orientation to school system. ? Through curriculum, school internships, and field involvement, students in all of the teacher education programs become acquainted with the diversity of the Indian educational system. Students through their school orientation module learn about in the curricular and co-curricular varieties of activities carried out in the school. As a part of their curriculum students study about assessment systems in different types of schools, also the variations in the teaching learning and administrative process under different states are part of their courses like assessment of learning, school management etc.

File Description	Documents
Action plan indicating the way students are familiarized with the diversities in Indian school systems	View File
Documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded

1.3.3 - Students derive professionally relevant understandings and consolidate these into their professional acumen from the wide range of curricular experiences provided during Teacher Education Programme Describe the efforts made by the institution to enable students to develop understanding of the interconnectedness of the various learning engagements and to make them ready for the professional field in not more than 100-200 words

In addition to ensuring knowledge transmission, the institution also provides future educators and teachers with the fundamental information and pedagogical skills. Through skill practice at the micro and macro levels, theoretical and practical instruction in teaching as a profession is provided. The theoretical and practical components of microteaching and related skills are initially introduced to the students. The students are then given a platform to practice where microteaching techniques in stimulation so as to refine them in accordance with their pedagogy

curriculum. In order to maximize professional understanding, the students are then sent to schools for their internship program, in accordance with the specified syllabus. During their internship, students create and instruct a variety of lesson plans, including Herbertian, model-based, ICT-based, value-based, and constructivist based. Students during their internship perform various duties like remedial teaching, exam duties, organizing co-curricular activities, conducting action research and case studies etc. in addition to this B.Ed.M.Ed. (Integrated) and M.Ed. students are given opportunity to guide B.Ed. interns in their school internship as part of

their curriculum and they also attend internship in teacher education institutions to get exposure of becoming Teacher Educators.

File Description	Documents
Documentary evidence in support of the claim	[View File](#)
Any other relevant information	[View File](#)

1.4 - Feedback System

1.4.1 - Mechanism is in place for obtaining structured feedback on the curriculum – semester wise from various stakeholders. Structured feedback is obtained from Students Teachers Employers Alumni Practice Teaching Schools/TEI	All of the above

File Description	Documents
Sample filled-in feedback forms of the stake holders	[View File](#)
Any other relevant information	No File Uploaded

1.4.2 - Feedback collected from stakeholders is processed and action is taken; feedback process adopted by the institution comprises the following	Feedback collected, analyzed and action taken

File Description	Documents
Stakeholder feedback analysis report with seal and signature of the Principal	View File
Action taken report of the institution with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of students during the year

297

2.1.1.1 - Number of students enrolled during the year

297

File Description	Documents
Data as per Data Template	View File
Document relating to sanction of intake from university	View File
Approval letter of NCTE for intake of all programs	View File
Approved admission list year-wise/ program-wise	View File
Any other relevant information	No File Uploaded

2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC) as per applicable reservation policy during the year

78

2.1.2.1 - Number of students enrolled from the reserved categories during the year

78

File Description	Documents
Data as per Data Template	View File
Copy of letter issued by State Govt. or Central Govt. indicating the reserved categories (Provide English version)	View File
Final admission list published by the HEI	View File
Admission extract submitted to the state / university authority about admissions of SC, ST, OBC students every year	View File
Any other relevant information	No File Uploaded

2.1.3 - Number of students enrolled from EWS and Divyangjan categories during the year

00

2.1.3.1 - Number of students enrolled from EWS and Divyangjan categories during the year

00

File Description	Documents
Data as per Data Template	View File
Certificate of EWS and Divyangjan	No File Uploaded
List of students enrolled from EWS and Divyangjan	No File Uploaded
Any other relevant information	No File Uploaded

2.2 - Honoring Student Diversity

2.2.1 - Assessment process is in place at entry level to identify different learning needs of students and their level of readiness to undergo professional education programme and also the academic support provided to students Describe the assessment process at entry level to identify different learning needs of students and their level of readiness to undergo professional education programme and also the academic support provided to students, in not more than 100-200 words.

Students from diverse economic and social strata of society took admission in this institution. Students are admitted on the basis of their academic merit and observation of relevant reservation policies of the government. At the time of admission, Principal

interacts with the parents and the students to estimate their needs and aspirations. Students are counseled and oriented before the start of the program to familiarize them with the course, assessment methods, activities, rules, and facilities. Teachers also informally assess students' knowledge and comfort level to tailor their teaching methods accordingly. The institution is committed to providing a supportive learning environment for all students. Bridge courses are offered to students to help them bridge the gap between their previous studies and the new subjects they will be taking and tutorial classes are taken as per the requirements of the students. These courses cover a variety of topics, including ICT, art and craft, language proficiency, library resources. Students with outstanding co-curricular talents are identified through the "Talent Hunt Program" organized by different houses of the institution and are nurtured to further develop their skills. Slow and advanced learners are also identified, and special measures are taken to enhance their abilities.

File Description	Documents
Documentary evidence in support of the claim	View File
Documents showing the performance of students at the entry level	View File
Any other relevant information	No File Uploaded

2.2.2 - Mechanisms are in place to honour student diversities in terms of learning needs; Student diversities are addressed on the basis of the learner profiles identified by the institution through Mentoring / Academic Counselling Peer Feedback / Tutoring Remedial Learning Engagement Learning Enhancement / Enrichment inputs Collaborative tasks Assistive Devices and Adaptive Structures (for the differently abled) Multilingual interactions and inputs	All of the above

File Description	Documents
Data as per Data Template	View File
Relevant documents highlighting the activities to address the student diversities	View File
Reports with seal and signature of Principal	View File
Photographs with caption and date, if any	View File
Any other relevant information	No File Uploaded

2.2.3 - There are institutional provisions for catering to differential student needs; Appropriate learning exposures are provided to students No Special effort put forth in accordance with learner needs Only when students seek support As an institutionalized activity in accordance with learner needs Left to the judgment of the individual teacher/s Whenever need arises due to student diversity	One of the above

File Description	Documents
Relevant documents highlighting the activities to address the differential student needs	View File
Reports with seal and signature of the Principal	View File
Photographs with caption and date	View File
Any other relevant information	No File Uploaded

2.2.4 - Student-Mentor ratio for the academic year

15:1

2.2.4.1 - Number of mentors in the Institution

41

File Description	Documents
Data as per Data Template	View File
Relevant documents of mentor-mentee activities with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Multiple mode approach to teaching-learning is adopted by teachers which includes experiential learning, participative learning, problem solving methodologies, brain storming, focused group discussion, online mode, etc. for enhancing student learning Describe the varied modes of learning adopted and their basic rationale for adopting such learning mode/s for different courses of each programme in not more than 100-200 words.

Khalsa College of Education, Ranjit Avenue follows the learner centered academic plan. The courses available in our college that incorporate numerous learning methodologies to get appreciable learning outcomes are M.Ed., B.Ed., B.Ed.-M.Ed. (3-year integrated programme), B.A.-B.Ed. (4-year integrated programme) and PGDCA. Teachers taught the students with different learning styles, strategies and methods adopting experiential learning, problem-solving methodologies, role-playing activities, classroom seminars, group discussions, project work, assignment work, field visits and case studies. Students are also involved for educational visits and fieldtrips to Institutes /Historical Monuments etc.. For their interaction more closely with experts, accomplished academicians and research scholars from their own domain, extension lectures and other co-curricular competitions are organized. The college has well equipped laboratories in the disciplines of Computer Science, Science, Educational Technology, Psychology, and Mathematics. Experiential Learning: The teaching faculty of the college utilizes experiential learning approach. The main objective of this approach is to sensitize the students regarding new experimental learning techniques. Participatory Learning: This approach is used In college as learner-centered. They actively participate in quiz, debate, discussion and many more to enhance their skill and competencies. The college gives priority to the holistic development of the students through field based activities.

File Description	Documents
Course wise details of modes of teaching learning adopted during the academic year in each programme	View File
Any other relevant information	**No File Uploaded**

2.3.2 - Number of teachers integrating ICT (excluding use of PPT) for effective teaching with Learning Management Systems (LMS), Swayam Prabha etc., Learning Resources and others excluding PPT during the year

41

File Description	Documents
Data as per Data Template	View File
Link to LMS	https://www.youtube.com/channel/UC1PFpj8Md3CWrRsqfZFD-tg
Any other relevant information	**No File Uploaded**

2.3.3 - Number of students using ICT support (mobile-based learning, online material, podcast, virtual laboratories, learning apps etc.) for their learning, during the academic year

228

File Description	Documents
Data as per Data Template	View File
Programme wise list of students using ICT support	View File
Documentary evidence in support of the claim	View File
Landing page of the Gateway to the LMS used	View File
Any other relevant information	**No File Uploaded**

2.3.4 - ICT support is used by students in various learning situations such as Understanding theory courses Practice teaching Internship Out of class room activities Biomechanical and Kinesiological activities Field sports	**Five/Six of the above**

File Description	Documents
Data as per Data Template	[View File](#)
Lesson plan / activity plan / activity report to substantiate the use of ICT by students in various learning situations	[View File](#)
Geo-tagged photographs wherever applicable	[View File](#)
Link of resources used	https://www.youtube.com/watch?v=-0cHJ6MmzrU
Any other relevant information	**No File Uploaded**

2.3.5 - Continual mentoring is provided by teachers for developing professional attributes in students Describe in not more than 100-200 words the nature of mentoring efforts in the institution with respect to working in teams dealing with student diversity conduct of self with colleagues and authorities balancing home and work stress keeping oneself abreast with recent developments in education and life

Mentoring Catering to Student Diversity

Our college actively fosters a diverse mentor-mentee relationship by encouraging faculty members to identify and engage with learners ensuring an effective mentoring. Tailored tutorials are conducted by teachers based on the specific needs of the students. These sessions serve to pinpoint any knowledge gaps, which are addressed through Bridge courses.

Working in teams

Collaborative teamwork has consistently been an integral aspect of our institution. Students actively participate in the development of e-content, including the creation of websites, content uploads on various e-platforms, and engaging in e-blogs.Furthermore, the collaboration between teachers and students extends beyond the academic realm.

Balancing Home and Work Stress

Our college campus is endowed with a diverse range of academic and recreational resources, offering prospective teachers' ample opportunities for enrichment. The institution extends complimentary coaching classes for numerous national and state-

level competitions, including the B.Ed Entrance Test, UGC, PSTET, and CTET.

Keeping abreast with recent developments in education and life

Faculty is actively encouraged to participate in orientation programs, refresher courses as well as workshops, seminars, and symposiums organized by both government and non-governmental entities. In turn, teachers inspire their mentees to deliver various seminars and engage in debates, declamations, and symposiums.

File Description	Documents
Documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded

2.3.6 - Institution provides exposure to students about recent developments in the field of education through Special lectures by experts Book reading & discussion on it Discussion on recent policies & regulations Teacher presented seminars for benefit of teachers & students Use of media for various aspects of education Discussions showcasing the linkages of various contexts of education- from local to regional to national to global

Five/Six of the above

File Description	Documents
Data as per Data Template	View File
Documentary evidence in support of the selected response/s	View File
Reports of activities conducted related to recent developments in education with video graphic support, wherever possible	View File
Any other relevant information	No File Uploaded

2.3.7 - Teaching learning process nurtures creativity, innovativeness, intellectual and thinking skills, empathy, life skills etc. among students

The college plays a vital role in inculcating various skills amongst students. Traditional teaching has been replaced with more innovative and creative ways. The various innovative teaching methods that our teachers follow to make their class more interesting are: Use of LMS: The college provides important links regarding learning materials on the college website. Experiential learning: The students develop new ideas to design a wide variety of working models, charts and teaching aids. They are motivated to construct knowledge on their own.

Field-visits: The College also organizes field visits or projects for the students in order to promote participative learning. Seminars: The College also organizes workshops, seminars, conferences, extension lectures in order to develop creative and innovative minds. Literary competitions: The College encourages students to participate in various literary items like quiz competitions, debates, declamation and recitation etc. Value-added courses: The College also provides value-added courses to gear the students' interest. Use of ICT: The College promotes the teaching-learning process through effective use of PPT's, projector and multi-media and various equipments in the laboratory. Project based learning: Students are allotted project during their course of study which they complete by following the maxims of teaching learning process.

File Description	Documents
Documentary evidence in support of the claim	[View File](#)
Any other relevant information	No File Uploaded

2.4 - Competency and Skill Development

2.4.1 - Institution provides opportunities for developing competencies and skills in different functional areas through specially designed activities / experiences that include Organizing Learning (lesson plan) Developing Teaching Competencies Assessment of Learning Technology Use and Integration Organizing Field Visits Conducting Outreach/ Out of Classroom Activities Community Engagement Facilitating Inclusive Education Preparing Individualized Educational Plan(IEP)	All of the above

File Description	Documents
Data as per Data Template	View File
Documentary evidence in support of the selected response/s	View File
Reports of activities with video graphic support wherever possibl	View File
Any other relevant information	**No File Uploaded**

2.4.2 - Students go through a set of activities as preparatory to school- based practice teaching and internship. Pre practice teaching / internship orientation / training encompasses certain significant skills and competencies such as Formulating learning objectives Content mapping Lesson planning/ Individualized Education Plans (IEP) Identifying varied student abilities Dealing with student diversity in classrooms Visualising differential learning activities according to student needs Addressing inclusiveness Assessing student learning Mobilizing relevant and varied learning resources Evolving ICT based learning situations Exposure to Braille /Indian languages /Community engagement	**Ten/All of the above**

File Description	Documents
Data as per Data Template	View File
Reports and photographs / videos of the activities	View File
Attendance sheets of the workshops / activities with seal and signature of the Principal	View File
Documentary evidence in support of each selected activity	View File
Any other relevant information	**No File Uploaded**

2.4.3 - Competency of effective communication is developed in students	**All of the above**

through several activities such as Workshop sessions for effective communication Simulated sessions for practicing communication in different situations Participating in institutional activities as 'anchor', 'discussant' or 'rapporteur' Classroom teaching learning situations along with teacher and peer feedback

File Description	Documents
Data as per Data Template	View File
Details of the activities carried out during the academic year in respect of each response indicated	View File
Any other relevant information	No File Uploaded

2.4.4 - Students are enabled to evolve the following tools of assessment for learning suited to the kinds of learning engagement provided to learners, and to analyse as well as interpret responses Teacher made written tests essentially based on subject content Observation modes for individual and group activities Performance tests Oral assessment Rating Scales

All of the above

File Description	Documents
Data as per Data Template	View File
Samples prepared by students for each indicated assessment tool	View File
Documents showing the different activities for evolving indicated assessment tools	View File
Any other relevant information	No File Uploaded

2.4.5 - Adequate skills are developed in students for effective use of ICT for teaching learning process in respect of Preparation of lesson plans Developing assessment tools for both online and offline learning Effective use of social media/learning apps/adaptive

All of the above

devices for learning Identifying and selecting/ developing online learning resources Evolving learning sequences (learning activities) for online as well as face to face situations

File Description	Documents
Data as per Data Template	View File
Documentary evidence in support of each response selected	View File
Sample evidence showing the tasks carried out for each of the selected response	View File
Any other relevant information	**No File Uploaded**

2.4.6 - Students develop competence to organize academic, cultural, sports and community related events through Planning and scheduling academic, cultural and sports events in school Planning and execution ofcommunity related events Building teams and helping them to participate Involvement in preparatory arrangements Executing/conducting the event	**All of the above**

File Description	Documents
Data as per Data Template	View File
Documentary evidence showing the activities carried out for each of the selected response	View File
Report of the events organized	View File
Photographs with caption and date, wherever possible	View File
Any other relevant information	**No File Uploaded**

2.4.7 - A variety of assignments given and assessed for theory courses through Library work Field exploration Hands-on activity Preparation of term paper Identifying and using the different sources for study	**All of the above**

File Description	Documents
Data as per Data Template	View File
Samples of assessed assignments for theory courses of different programmes	View File
Any other relevant information	View File

2.4.8 - Internship programme is systematically planned with necessary preparedness Describe institution's preparatory efforts at organizing internship programme in not more than 100-200 words with respect to the following: Selection/identification of schools for internship: participative/on request Orientation to school principal/teachers Orientation to students going for internship Defining role of teachers of the institution Streamlining mode/s of assessment of student performance Exposure to variety of school set ups

- **On the basis of the proximity of the pupil-teachers' residence from the school,availability of basic infrastructural facilities and type of school (Government, aided, private, public), the practicing schools for internship are selected.**
- **Anorientation-cum-consultationmeetingsarebeingorganizedbytheteacherinchargeof internship with the consent of head of the institution along with the school principals.**
- **During Internship, the pupil-teachers are required to perform variety of activities which are**

suggested below:

- **Students to prepare case study report on any deviant behavior child.**
- **StudentstoprepareLessonPlans,UnitPlans,Questionpapersandother Assessment Tools.**
- **Students to prepare and develop various teaching-learning resources.**
- **Students to prepare a diagnostic test and organize remedial teaching.**
- **Students to prepare action research project on at least one problem area of schooling.**
- **Students to prepare a reflective diary or journal to record day to day happenings and reflections thereon.**
- **Teacher-in-charges of respective practicing school observed lessons of eachpupil-teacher at regular intervals and verify whether the students rectify the correction given in the previous observation or not.**

- ○ **By the end of internship programme, it is duly certified by the head of the practicing school.**

File Description	Documents
Documentary evidence in support of the claim	View File
Any other relevant information	**No File Uploaded**

2.4.9 - Number of students attached to each school for internship during the academic year

2.4.9.1 - Number of final year students during the academic year

261

File Description	Documents
Data as per Data Template	View File
Plan of teacher engagement in school internship	View File
Any other relevant information	View File

2.4.10 - Nature of internee engagement during internship consists of Classroom teaching Mentoring Time-table preparation Student counseling PTA meetings Assessment of student learning – home assignments & tests Organizing academic and cultural events Maintaining documents Administrative responsibilities-experience/exposure Preparation of progress reports	**Nine/All of the above**

File Description	Documents
Data as per Data Template	View File
Sample copies for each of selected activities claimed	View File
School-wise internship reports showing student engagement in activities claimed	View File
Wherever the documents are in regional language, provide English translated version	**No File Uploaded**
Any other relevant information	**No File Uploaded**

2.4.11 - Institution adopts effective monitoring mechanisms during internship programme. Describe in not more than 100-200 words, the monitoring mechanisms adopted to ensure optimal impact of internship in schools with specific reference to the role of teacher educators, school principal, school teachers and peers.

Role of Teacher Educators

The internship lasts for 18 weeks (School internship 15 weeks and field engagement with school and community 3 weeks). For B.Ed-M.Ed programme, interns prepare 15 lessons based onHerbartianApproach,5 lessonsbasedonholisticapproach,5lessonsbasedonICTApproach, 5 lessons based on Value based Approach, 10 Model based lessons and 10 Micro lesson plans. For B.Ed programme, interns prepare 25 lessons based on Herbartian Approach, 2 lessons based on ICT Approach, 5 lessons based on Value based Approach, 2 Model based lessons and 10 Micro lesson plans. For B.A.-B.E.d programme, interns prepare 20 lessons based on General Approach and 20 lessons based on innovative lesson plans.

The following activities are being done by interns:

- Reflective Journal writing
- Construction of achievement test
- Construction of diagnostic test
- Action research
- A case study on child with deviant behavior

Role of School Principal

The internship is duly certified by the head of the practicing school.

Role of School Teachers

Schoolteachersassignvariousdutiessuchascheckingofanswerscripts,maintenanceof attendance register, organization of co-curricular activities etc.

Role of Peers

Peer group collectively perform various assigned duties of co-curricular activities.

File Description	Documents
Documentary evidence in support of the response	[View File](#)
Any other relevant information	**No File Uploaded**

2.4.12 - Performance of students during internship is assessed by the institution in terms of observations of different persons such as Self Peers (fellow interns) Teachers / School* Teachers Principal / School* Principal B. Ed Students / School* Students (* 'Schools' to be read as "TEIs" for PG programmes)	**All of the above**

File Description	Documents
Assessment criteria adopted by each of the selected persons (For Bachelor and PG Programmes as applicable)	[View File](#)
Two filled in sample observation formats for each of the claimed assessors	[View File](#)
Any other relevant information	**No File Uploaded**

2.4.13 - Comprehensive appraisal of interns' performance is in place. The criteria used for assessment include Effectiveness in class room teaching Competency acquired in evaluation process in schools Involvement in various activities of schools Regularity, initiative and commitment Extent of job readiness	**Five of the above**

File Description	Documents
Format for criteria and weightages for interns' performance appraisal used	View File
Five filled in formats for each of the aspects claimed	View File
Any other relevant information	**No File Uploaded**

2.5 - Teacher Profile and Quality

2.5.1 - Number of fulltime teachers against sanctioned posts during the year

41

File Description	Documents
Data as per Data Template	View File
Sanction letters indicating number of posts (including management sanctioned posts) with seal and signature of the principal	View File
English translation of sanction letter, if it is in regional language	**No File Uploaded**
Any other relevant information	**No File Uploaded**

2.5.2 - Number of fulltime teachers with Ph. D. degree during the year

15

File Description	Documents
Data as per Data Template	View File
Certificates of Doctoral Degree (Ph.D) of the faculty	View File
Any other relevant information	**No File Uploaded**

2.5.3 - Number of teaching experience of full time teachers for the during the year

Nil

2.5.3.1 - Total number of years of teaching experience of full-time teachers for the academic year

File Description	Documents
Copy of the appointment letters of the fulltime teachers	[View File](#)
Any other relevant information	**No File Uploaded**

2.5.4 - Teachers put-forth efforts to keep themselves updated professionally Describe the nature of efforts by teachers to keep themselves updated professionally in not more than 100-200 words 1. In house discussions on current developments and issues in education 2.   Share information with colleagues and with other institutions on policies and regulations

Staff members are permitted to attend the orientation, refresher courses, Induction Training Programme, seminars and symposiums organized by governmental and non-governmental organizations. After these programmes, the institute organizes faculty development programmes through IQAC where teachers get opportunity to share their experiences with fellow colleagues in the form of seminars. Staff is sent as resource persons to seminars, workshops etc at the University and colleges. The staff members are encouraged to present papers in seminars and workshops at national, international and state level. Faculty members are permitted to carry out university duties such as evaluation, paper setting, invigilation in university examination etc.

File Description	Documents
Documentary evidence to support the claim	[View File](#)
Any other relevant information	**No File Uploaded**

2.6 - Evaluation Process

2.6.1 - Continuous Internal Evaluation (CIE) of student learning is in place in the institution Describe details of the Continuous Internal Evaluation in the institution highlighting its major components in not more than 100-200 words

The students of all courses (B.Ed., M.Ed., B.Ed. M.Ed. (3-year Integrated Programme) and B.A. B.Ed. (4-year Integrated Programme) are given a clear idea of evaluation at the beginning of the program itself during orientation course and through academic calendar.

Examination Scheme for B.Ed.

The purpose of evaluation system is to improve knowledge, teaching competency and performance skills of the student teachers. All

lesson plans for classroom teaching by each student are assessed by subject teachers, peer group and school teachers on a daily basis.

School Internship

The student teachers prepare 2 composite discussion lessons and 50 lessons in each subject (40+10) i.e.; 40 Composite lessons(20 Herbartian based, 05 value based, 5 model based, 5 lessons on ICT integration and 5 lesson plans based on constructivist approach) and 10 Micro lessons in each subject. An evaluation Performa (Rubric) developed by the college is provided to the supervisors for evaluating teaching proficiency of student teachers.

Examination Scheme for M.Ed.

4 weeks internship in a teacher Education institution is compulsory. Interns are evaluated at the institution level by the teacher educators

During first semester students visit both rural and urban schools to observe their functioning and maintain a reflective journal. In second semester they are evaluated at institutional level for the activities which they perform in Field Engagement with Perspective Paper. In the first semester School Internship – Orientation to School System is conducted in the Institution. After this school internship of 13 weeks in a recognized school is organised.

File Description	Documents
Relevant documents related to Internal Evaluation System at the institution level with seal and signature of the Principal	[View File](#)
Any other relevant information	No File Uploaded

2.6.2 - Mechanism of internal evaluation is transparent and robust and time bound; Institution adopts the following in internal evaluation Display of internal assessment marks before the term end examination Timely feedback on individual/group	Five of the above

performance Provision of improvement opportunities Access to tutorial/remedial support Provision of answering bilingually

File Description	Documents
Copy of university regulation on internal evaluation for teacher education	[View File](#)
Annual Institutional plan of action for internal evaluation	[View File](#)
Details of provisions for improvement and bi-lingual answering	[View File](#)
Documentary evidence for remedial support provided	[View File](#)
Any other relevant information	[View File](#)

2.6.3 - Mechanism for grievance redressal related to examination is operationally effective

To address an examination-related grievance, students may speak with their teachers, the college examination officer, and the principal. A clear, time-bound, and effective mechanism is in place to address complaints relating to exams. ? The various components of the assessment procedure are explained to the students by the faculty at the start of the semester. ? The schedules for the internal evaluation tests are created in accordance with the university and distributed to the students well in advance. ? Two invigilators are allocated to each hall in order to ensure the correct administration of formative exams. Within three days of the exam date, evaluation is completed by the faculty members who are responsible for the course. ? Students'day-to-day performance is evaluated, and this includes regularity, performance, viva voce, and the promptness with which records are turned in. It uses a centralized exam cell system. Any complaints regarding the university's question paper, such as those regarding out-of- syllabus questions, repeated questions, an incorrect split of marks, missed marks, or the incorrect question number during semester exams, should be directed to the principal, who then immediately forwards them to the university.

File Description	Documents
Academic calendar of the Institution with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

2.6.4 - The institution adheres to academic calendar for the conduct of Internal Evaluation Describe the mechanism of adhering to academic calendar for the conduct of Internal Evaluation in the institution in not more than 100-200 words.

Before the commencement of the academic year, the Institution prepares 'Academic calendar' containing the relevant information regarding commencement and completion of syllabus, the teaching learning schedule (working days), various events to be organized, holidays, dates of internal examination, semester examination etc. The teachers prepare teaching plans according to the academic calendar and guidelines of the University. The students' academic progress is monitored regularly by adopting the strategy of continuous internal evaluation, seminars, project work, unit tests and semester examinations. For the implementation of Internal Assessment Process, an Examination committee is in place which monitor overall internal assessment process. Internal practical examinations are held by the college and Externals are held under the scrutiny of the External Examiner appointed by the University. The schedule of external examinations is fixed by the University and the same is displayed on notice board for students. Preparatory Exams are conducted every year before the university exams. Every teacher conducts regular class tests with MCQs on the related topics. After assessment the answer scripts are distributed among the students. Their doubts are also cleared with advice about writing correct & apt answers. The Principal conducts curricular and extra- curricular review meetings on regular basis to check the implementation and progress of all the activities in the academic calendar. Based on these review meetings some changes in schedule of activities are made if required.

File Description	Documents
Academic calendar of the Institution with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

2.7 - Student Performance and Learning Outcomes

2.7.1 - The teaching learning process of the institution is aligned with the stated PLOs and CLOs.

Describe the way in which institution ensures alignment of stated PLOs and CLOs with the teaching learning process in not more than 100 - 200 words.

The effectiveness of learning programs is dependent on PLOs and CLOs. College programs aim to impart knowledge and skills that build student competence and personality. These programs cater to diverse student interests, emphasizing holistic development through values, ethics, interpersonal and communication skills. Faculty of each course briefs classes on PLOs and CLOs. College is committed to quality education, reflected in program and course outcomes. College activities are scheduled in the academic calendar, prepared in consultation with faculty. Important announcements, such as timetables and date sheets, are posted on notice boards promptly. College aligns PLOs and CLOs through continuous internal assessment, end-of- semester tests, and suitable pedagogy. Parents receive regular updates on academic performance. Placement record and alumni feedback confirm outcomes alignment. Literary and cultural programs contribute. Students participate in competitions, classroom activities, and co- curricular activities like morning assemblies, NSS camps, and tree planting campaigns. They also engage in community activities, visiting places like Red Cross, orphanages, Pingalwara, and old age homes. Faculty members update their knowledge and teaching techniques through development programs and seminars. They use experiential learning techniques such as seminars, workshops, field visits, and internships to evaluate students' organizational and leadership skills, contributing to PLOs and CLOs attainment.

File Description	Documents
Documentary evidence in support of the claim	[View File](#)
Any other relevant information	No File Uploaded

2.7.2 - Pass percentage of Students during the year

File Description	Documents
Data as per Data Template	View File
Result sheet for each year received from the Affiliating University	View File
Certified report from the Head of the Institution indicating pass percentage of students program-wise	View File
Any other relevant information	**No File Uploaded**

2.7.3 - The progressive performance of students and attainment of professional and personal attributes in line with the PLOs and CLOs is monitored and used for further improvements

The college follows Guru Nanak Dev University's examination pattern. End-of-semester results are analyzed to evaluate student learning outcomes. Academic and non-academic progress is recorded and maintained. The college assesses student performance and attainment of PLOs and CLOs through compulsory attendance, timely paper evaluation, and practical work assessment. Remedial measures are taken based on result analysis. Regular internal assessment is conducted, and student marks are recorded to predict academic progress. End-of-semester tests and final exams help align stated outcomes. Suitable pedagogy is used to realize learning outcomes. Literary and cultural programs, competitions like debates, quiz tests, and classroom activities such as group discussions and seminars all contribute to student development. These activities help develop students' communication, leadership, and organizational skills. The college encourages faculty to update their subject knowledge and teaching techniques through development programs and seminars. Experiential learning techniques such as internships, field visits, and workshops are used to evaluate students' organizational and leadership skills, contributing to PLOs and CLOs attainment. Co-curricular activities such as morning assemblies, NSS camps, tree planting campaigns, and awareness camps, as well as community engagement activities like visits to Red Cross and orphanages, are encouraged. During internships, a rubric is used to evaluate teaching proficiency.

File Description	Documents
Documentary evidence showing the performance of students on various internal assessment tasks and the LOs achieved	View File
Any other relevant information	No File Uploaded

2.7.4 - Performance of outgoing students in internal assessment

2.7.4.1 - Number of students achieving on an average 70% or more in internal assessment activities during the year

602

File Description	Documents
Number of students achieving on an average 70% or more in internal assessment activities during t	View File
Record of student-wise / programme-wise / semester-wise internal assessment of students during the year	View File
Any other relevant information	No File Uploaded

2.7.5 - Performance of students on various assessment tasks reflects how far their initially identified learning needs are catered to. Describe with examples the extent to which the assessment task and the performance of students reflect their initially identified learning needs in not more than 100 -200 words.

The institution has made various provisions for assessing student's learning needs. Orientation program for the students at the commencement of new batch every year. The institute conducts aptitude test in order to measure intellectual competencies of students. A series of talent search programmes in various fields i.e., dramatics, literary and fine arts are organized in order to discover the hidden talent and potentialities of the students. The faculty members assess the learning needs of the students through regular class tests and house tests. Performance of students is measured in terms of their scoring in these tests. Those who score below 70% are provided extra assistance in order to improve their performance. The institute conducts remedial classes for weak students in different subjects to enhance their skills and competencies. On the basis of class tests and house tests, slow learners are identified and they are provided remedial teaching.

At the end, remedial examinations are held to test the knowledge acquired during class hours. Peer tutoring is also provided to serve academic needs of such students. The continuous internal assessment is taken regularly and students' marks are recorded which helps to predict their academic performance.

File Description	Documents
Documentary evidence in respect to claim	View File
Any other relevant information	No File Uploaded

2.8 - Student Satisfaction Survey

2.8.1 - Online student satisfaction survey regarding teaching learning process

00

RESEARCH AND OUTREACH ACTIVITIES

3.1 - Resource Mobilization for Research

3.1.1 - Number of research projects funded by government and/ or non-government agencies during the year

00

File Description	Documents
Data as per Data Template	View File
Sanction letter from the funding agency	No File Uploaded
Any other relevant information	No File Uploaded

3.1.2 - Number of grants received for research projects from government and / or non-government agencies during the year (INR in Lakhs)

00

File Description	Documents
Sanction letter from the funding agency	No File Uploaded
Income Expenditure statements highlighting the research grants received certified by the auditor	No File Uploaded
Any other relevant information	No File Uploaded

3.1.3 - In-house support is provided by the institution to teachers for research purposes during the year in the form of Seed money for doctoral studies / research projects Granting study leave for research field work Undertaking appraisals of institutional functioning and documentation Facilitating research by providing organizational supports Organizing research circle / internal seminar / interactive session on research	**Four of the above**

File Description	Documents
Data as per Data Template	View File
Institutional Policy document detailing scheme of incentives	View File
Sanction letters of award of incentives	View File
Income Expenditure statements highlighting the relevant expenditure with seal and signature of the Principal	**No File Uploaded**
Documentary evidence for each of the claims	View File
Any other relevant information	**No File Uploaded**

3.1.4 - Institution has created an eco-system for innovation and other initiatives for creation and transfer of knowledge that include Participative efforts (brain storming, think tank etc.) to identify possible and needed innovations Encouragement to novel ideas Official approval and support for innovative try-outs Material and procedural supports	**All of the above**

File Description	Documents
Documentary evidences in support of the claims	View File
Details of reports highlighting the claims made by the institution	View File
Reports of innovations tried out and ideas incubated	View File
Copyrights or patents filed	**No File Uploaded**
Any other relevant information	**No File Uploaded**

3.2 - Research Publications

3.2.1 - Number of research papers / articles per teacher published in Journals notified on UGC website during the year

15

File Description	Documents
Data as per Data Template	View File
First page of the article/journals with seal and signature of the Principal	View File
E-copies of outer jacket/contents page of the journals in which articles are published	View File
Any other relevant information	**No File Uploaded**

3.2.2 - Number of books and / or chapters in edited books published and papers in National / International conference-proceedings per teacher during the year

7

File Description	Documents
Data as per Data Template	View File
• First page of the published book/chapter with seal and signature of the Principal	View File
E-copies of outer jacket/contents page of the books, chapters and papers published along with ISBN number in national / international conference-proceedings per teacher	View File
Any other relevant information	No File Uploaded

3.3 - Outreach Activities

3.3.1 - Number of outreach activities organized by the institution during the year

3.3.1.1 - Total number of outreach activities organized by the institution during the year

16

File Description	Documents
Data as per Data Template	View File
Report of each outreach activity organized along with video/ photographs with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

3.3.2 - Number of students participating in outreach activities organized by the institution during the year

3.3.2.1 - Number of students participating in outreach activities organized by the institution during the year

1151

File Description	Documents
Event-wise newspaper clippings / videos / photographs with captions and dates	View File
Report of each outreach activity with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

3.3.3 - Number of student participation in national priority programmes such as Swachh Bharat, AIDs awareness, Gender sensitivity, Yoga, Digital India, National Water Mission during the year

1462

3.3.3.1 - Number of students participated in activities as part of national priority programmes during the year

13

File Description	Documents
Data as per Data Template	View File
Documentary evidence in support of the claim along with photographs with caption and date	View File
Any other relevant information	View File

3.3.4 - Outreach activities in the community in terms of influencing and sensitizing students to social issues and contribute to community development Describe the way in which outreach activities conducted sensitized students to social issues and community development in not more than 100-200 words.

The institution organizes variety of outreach activities for welfare of community and multifaceted development of students. These activities are performed in collaboration with government organization, NGOs, partner schools and local community with the active participation of faculty and students. Some of these organizations/ bodies are:

•Social Service Organisations

• Red Cross Society,

- Pingalwara

- Old age homes,

- Orphanages etc.

•Municipal Corporations and other Government Organisations

•Partner schools

•Villages

The NSS wing of the college also organizes camps for students in villages and nearby local communities where students conducts literacy camps for adults and vulnerable children, cleanliness and plantation drives and spread awareness regarding health and hygiene, social malpractices and conserving natural resources. College organizes blood donation camps, health and eye check up camps in collaboration with Indian Red Cross society. The institution also participates in local campaigns organized by GOs and NGOs to spread awareness among local communities regarding health and other malpractices like drug awareness, run for unity, walk for peace, cycle rally etc. The various outreach programs includes Literacy campaigns, judicious use of environmental resources, Health and sanitation etc. Students actively participate in these events and work hard for their personal and professional development. These activities further refine their efforts and skills of resolving the social issues prevailing in our society.

File Description	Documents
Relevant documentary evidence for the claim	View File
Report of each outreach activity signed by the Principal	View File
Any other relevant information	No File Uploaded

3.3.5 - Number of awards and honours received for outreach activities from government / recognized agency during the year

1

File Description	Documents
Data as per Data Template	View File
Appropriate certificates from the awarding agency	View File
Any other relevant information	View File

3.4 - Collaboration and Linkages

3.4.1 - Number of linkages for Faculty exchange, Student exchange, research etc. during the year

Nil

3.4.1.1 - Number of linkages for faculty exchange, student exchange, research etc. during the year

File Description	Documents
Data as per Data Template	View File
List of teachers/students benefited by linkage – exchange and research	View File
Report of each linkage along with videos/photographs	View File
Any other relevant information	**No File Uploaded**

3.4.2 - Functional MoUs with institutions of National and / or International importance, other universities, industries, corporate houses etc. during the academic year

1

File Description	Documents
Data as per Data Template	View File
Copies of the MoU's with institution / industry/ corporate houses	View File
Any other relevant information	**No File Uploaded**

3.4.3 - Institution has linkages with schools and other educational agencies for both academic and outreach activities and jointly organizes Local community based activities	**Five/Six of the above**

Practice teaching /internship in schools Organizes events of mutual interest- literary, cultural and open discussions on pertinent themes to school education Discern ways to strengthen school based practice through joint discussions and planning Join hands with schools in identifying areas for innovative practice Rehabilitation Clinics Linkages with general colleges

File Description	Documents
Data as per Data Template	View File
Report of each activities with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The institution has adequate facilities for Teaching- Learning. viz., classrooms, laboratories, sports field, fitness center, equipment, computing facilities, sports complex, etc. for the various programme offered Describe the adequacy of facilities for Teaching –Learning as per the minimum specified requirement by statutory bodies in not more than 100 - 200 words

The college creates an excellent ambience and atmosphere for teaching-learning;wherein infrastructural facilities are provided across two blocks (Block-I&II). The college has 27 well-ventilated and spacious classrooms with green boards, comfortable furniture and Wi-Fi facility. The college has two seminar rooms, for organising workshops, seminars and conferences. For organizing cultural activities, college has two spacious multipurpose halls. The ICT facility like projector, smart boards and smart classrooms is available to enhance the quality in teaching learning process. There are seven well equipped laboratories for carrying out curriculum-oriented activities and research related to the subjects -Science, Psychology, Computer, Computer cum language, Mathematics, Home Science, Curriculum and Geography. There are four Resource Centres (Art and Craft Resource Centre, ICT Resource Centre, Music Resource Centre, Health and Physical Education Resource Centre) with adequate equipment and material. The college has 45 computers with wi-fi connectivity, installed in computer laboratories. The college has well maintained playgrounds and courts for football, basketball, Badminton & Kho-Kho, and for indoor games college provides equipments like shot put, discus,

`carom board, chess, skipping rope and table tennis etc. There is an outdoor open gymnasium in the college campus.`

File Description	Documents
List of physical facilities available for teaching learning	View File
Geo-tagged photographs	View File
Any other relevant information	View File

4.1.2 - Number of classrooms and seminar hall(s) with ICT- enabled facilities such as smart classroom, LMS, video and sound systems etc. during the year.

4.1.2.1 - Number of classrooms and seminar hall(s) with ICT facilities

`7`

File Description	Documents
Data as per Data Template	View File
Geo-tagged photographs	View File
Link to relevant page on the Institutional website	https://kceranjit.org/campus/geo-tagged-2022
Any other relevant information	View File

4.1.3 - Expenditure for infrastructure augmentation excluding salary during the year (INR in lakhs)

`7,29,103`

File Description	Documents
Data as per Data Template	View File
Income Expenditure statements highlighting the expenditure on infrastructure augmentation with seal and signature of CA and the Principal	View File
Any other relevant information	View File

4.2 - Library as a Learning Resource

4.2.1 - Institution has adopted automation of library using Integrated Library Management System (ILMS) or any other software Describe the features of Library Automation in not more than 100 –

200 words.

The college library is enriched in terms of availability of textual resources consisting of text books, reference books, e-books, national policies/documents, journals, e-journals, abstracts, magazines, encyclopedias, dictionaries, dissertations and newspapers. For the ease of the users, the library is divided into various sections: General Reference Section, Periodical Section, Subject Wise Books Section, Research Section, and Reading Section. The up gradation of library software is done time to time. The college library is partially automated with "e-governance" and operates under the "Open Access System". The library Web-OPAC provides remote access to its repertoire of textual resources. The college has also subscribed services of N-LIST and e-Shodhganga. It is functional with proper Internet and Wi-Fi connectivity. The library provides services like computerized issue/return, new arrival display, subscription of journals- print and online, orientation programs for new users, e-resources access for all users in an effective manner. The scanning and photocopying facilities are available for the students and facultyThe library is fully air-conditioned and under CCTV surveillance security.

File Description	Documents
Bill for augmentation of library signed by the Principal	[View File](#)
Web-link to library facilities, if available	https://kceranjit.org/campus/college-library
Any other relevant information	**No File Uploaded**

4.2.2 - Institution has remote access to library resources which students and teachers use frequently Give details of Gateway for remote access to library resources used by teachers and students in not more than 100 - 200 words

The library offers free Internet access with high speed broadband, Wi-Fi facilities for students, research scholars, and faculty for conducting research, writing research papers, other research oriented activities, etc. The college has subscribed services of N-LIST under ID 7797, which is jointly executed by e-shodhsindhu consortium, INFLIBNET Centre and INDEST-AICTE consortium. N-LIST provides access to more than 6,000 e-journals and more than 1,90,000 e-books. The college has also subscribedservices of e-shodhsindhu and e-Shodhganga, digital repositories for Indian e-theses and dissertations, ensuring open access to e-resources.

These services of e-resources are accessible for students, researchers and faculty of the college; and other beneficiaries who have a liaison with the college library. It also provides remote login facility to studentsand faculty members to access digital resources online subject to following conditions: - Users can access online journals and e-books as per guidelines (rules) created under e-resource access policy and remote access policy. The information retrieved from these e-resources through remote/campus access facility is used only for educational and research purposes and not for any commercial gains. If a user is found violating the above-mentioned conditions, he/she is liable to face strict disciplinary action as decided by the college Principal.

File Description	Documents
Landing page of the remote access webpage	[View File](#)
Details of users and details of visits/downloads	[View File](#)
Any other relevant information	No File Uploaded

4.2.3 - Institution has subscription for e-resources and has membership / registration for the following e-journals e-Shodh Sindhu Shodhganga e-books Databases	All of the above

File Description	Documents
Data as per Data template	[View File](#)
Receipts of subscription /membership to e-resources	[View File](#)
E-copy of the letter of subscription /member ship in the name of institution	[View File](#)
Any other relevant information	[View File](#)

4.2.4 - Annual expenditure for purchase of books, journals, and e-resources during the year (INR in Lakhs)

1,40,590

File Description	Documents
Data as per Data Template	View File
Income Expenditure statements highlighting the expenditure on purchase of books, journals, e-resources with seal and signature of both the Principal and Chartered Accountant	View File
Any other relevant information	View File

4.2.5 - Per day usage of library by teachers and students during the academic year

4.2.5.1 - Number of teachers and students using library for Month one (not less than 20 working days) during the academic year

137

File Description	Documents
Document showing the number of teachers and students using library / e-library per working day/ logins in remote access for 10 days each for five months during the academic year with seal and signature of both the librarian and principal	View File
Link to certified copies of the ledger pages/screenshots of the data for 5 days each for 5 working months selected by the institution	https://kceranjit.org/campus/ledger
Any other relevant information	View File

4.2.6 - Efforts are made to make available National Policies and other documents on education in the library suitable to the three streams of teacher education –general teacher education, special education and physical education by the following ways Relevant educational documents are obtained on a regular basis Documents are made available from other libraries on loan Documents are obtained as and when teachers recommend Documents are obtained	**All of the above**

as gifts to College

File Description	Documents
Data as per Data Template	View File
Any other relevant information	View File

4.3 - ICT Infrastructure

4.3.1 - Institution updates its ICT facilities including Wi-Fi Describe ICT facilities including Wi-Fi with date and nature of updation in not more than 100 - 200 words

The college provides adequate number of computers, printers, scanners, smart boards, interactive boards with projector etc. to help students and faculty to carry out academic activities effectively. Every year, sufficient budget is allocated by the management of the college for annual maintenance and up-gradation of ICT facilities. To meet ICT needs, the college was using BSNL broadband and has recently upgraded its internet connectivity by installing net+ broadband internet connection. The available bandwidth for net+ is 200Mbps and for BSNL is 10Mbps. The college library is partially automated with "e-governance" software:The college shares official letters, documents related to the students, teaching and non-teaching faculty with the management of the college through "e-governance" software. Khalsa College Charitable Society (KCCS) has established a "Studio" for e-content development for the faculty and has also appointed technical staff for recording and editing of the content. With a view to promote education, rich Punjabi culture and heritage, the Khalsa College Charitable Society (KCCS) launched KCGC TV in July,2020.The college has its own youtube channel (KCE RA OFFICIAL) which is regularly updated. The users can go and find the digital resources as per their need.

File Description	Documents
Document related to date of implementation and updation, receipt for updating the Wi-Fi	View File
Any other relevant information	View File

4.3.2 - Student – Computer ratio during the academic year

7.7

File Description	Documents
Data as per data template	View File
Purchase receipts and relevant pages of the Stock Register with seal and signature of the principal	View File
Any other relevant information	View File

4.3.3 - Available bandwidth of internet connection in the Institution (Leased line) Opt any one:	C. 250 MBPS – 500MBPS

File Description	Documents
Receipt for connection indicating bandwidth	View File
Bill for any one month during theacademic year indicating internet connection plan, speed and bandwidth	View File
Any other relevant Information	View File

4.3.4 - Facilities for e-content development are available in the institution such as Facilities for e-content development are available in the institution such as Studio / Live studio Content distribution system Lecture Capturing System (LCS) Teleprompter Editing and graphic unit	Five or more of the above

File Description	Documents
Data as per Data Template	[View File](#)
Link to videos of the e-content development facilities	https://youtu.be/fDoMDOMAeas?si=oQ5kdsYnFKfdN6NE
List the equipment purchased for claimed facilities along with the relevant bills	[View File](#)
Link to the e-content developed by the faculty of the institution	https://www.youtube.com/channel/UC1PFpj8Md3CWrRsqfZFD-tg
Any other relevant information	[View File](#)

4.4 - Maintenance of Campus and Infrastructure

4.4.1 - Expenditure incurred exclusively on maintenance of physical and academic support facilities during the year (INR in Lakhs)

19,49,050

File Description	Documents
Data as per Data Template	[View File](#)
Income Expenditure statements highlighting relevant items with seal and signature of the Principal and Chartered Accountant	[View File](#)
Any other relevant information	[View File](#)

4.4.2 - Systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.are in place Describe policy details of systems and procedures for maintaining and utilizing physical, academic and support facilities in not more than 100 - 200 words

In every academic year, adequate budget is sanctioned by the management of the college to ensure the maintenance and augmentation of various academic facilities. For the smooth functioning of the college, various cells and committees have been formed, which constantly monitor and evaluate the requirement of maintaining physical, academic and support facilities. In science laboratory, safety measures are taken by keeping hazardous chemicals under lock and key. Both computer laboratories have adequate number of computers with required configuration and also

loaded with latest antivirus software. Maintenance of campus Wi-Fi connection lies with service provider. Library committee takes care of the library issues and ensures its smooth functioning. Every year, in the beginning of the session list of books in various subjects required by the faculty members, is invited. After that books are purchased by following proper procedure. The college campus is maintained by the energy conservation and waste management cell and beautification committee of the college which looks after general cleanliness and support facilities like safe drinking water, waste management, washrooms, replacement of fire extinguishers, electric worketc. All the electronic gadgets are regularly serviced and reused. For any repair beyond the scope of college administrator, external agencies are called.

File Description	Documents
Appropriate link(s) on the institutional website	https://kceranjit.org/campus/maintanance-2022
Any other relevant information	View File

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - A range of capability building and skill enhancement initiatives are undertaken by the institution such as Career and Personal Counseling Skill enhancement in academic, technical and organizational aspects Communicating with persons of different disabilities: Braille, Sign language and Speech training Capability to develop a seminar paper and a research paper; understand/appreciate the difference between the two E-content development Online assessment of learning	All of the above

File Description	Documents
Data as per Data Template	View File
Report on each capability building and skill enhancement initiative adopted with seal and signature of the Principal	View File
Sample feedback sheets from the students participating in each of the initiative	View File
Photographs with date and caption for each initiative	View File
Any other relevant information	No File Uploaded

5.1.2 - Available student support facilities in institution are Vehicle Parking Common rooms separately for boys and girls Recreational facility First aid and medical aid Transport Book bank Safe drinking water Hostel Canteen Toilets for girls Indicate the one/s applicable	**Nine or more of the above**

File Description	Documents
Geo-tagged photographs	View File
Any other relevant information	No File Uploaded

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

File Description	Documents
Data as per Data Template for the applicable options	View File
Institutional guidelines for students' grievance redressal	View File
Composition of the student grievance redressal committee including sexual harassment and ragging	View File
Samples of grievance submitted offline	View File
Any other relevant information	No File Uploaded

5.1.4 - Institution provides additional support to needy students in several ways such as Monetary help from external sources such as banks Outside accommodation on reasonable rent on shared or individual basis Dean student welfare is appointed and takes care of student welfare Placement Officer is appointed and takes care of the Placement Cell Concession in tuition fees/hostel fees Group insurance (Health/Accident)	**Five or more of the above**

File Description	Documents
Data as per Data template	View File
Income Expenditure statement highlighting the relevant expenditure towards student concession along with approval / sanction letter	View File
Report of the Placement Cell	View File
Any other relevant information	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of students of the institution placed as teachers/teacher educators during the year

Number of students placed as teachers/teacher educators	Total number of graduating students
54	**Nil**

File Description	Documents
Data as per Data Template	View File
Reports of Placement Cell for during the year	View File
Appointment letters of 10 percent graduates for each year	View File
Any other relevant information	**No File Uploaded**

5.2.2 - Number of student progression to higher education during the academic year

5.2.2.1 - Number of outgoing students progressing from Bachelor to PG (A1).

17

File Description	Documents
Data as per Data Template	View File
Details of graduating students and their progression to higher education with seal and signature of the principal	View File
Documentary evidence in support of the claim	View File
Any other relevant information	**No File Uploaded**

5.2.3 - Number of students qualifying state/national level examinations during the year (eg: NET/SLET/ TET/ CTET)

22

File Description	Documents
Data as per Data Template	View File
Copy of certificates for qualifying in the state/national examination	View File
Any other relevant information	**No File Uploaded**

5.3 - Student Participation and Activities

5.3.1 - Student council is active and plays a proactive role in the institutional functioning Describe the ways in which student council plays a proactive role in the institutional functioning and contribute for students welfare in not more than 100 - 200 words

The institution has a student council led by student representatives. The student council has members from different college committees.

1. Discipline Committee: Discipline Committee has been formed to take care of the student discipline.
2. Cultural committee: Organizing cultural events in the college, conducting morning assemblies and youth festival preparations.
3. Library Committee: Formulating the norms for issuing of the relevant books, purchase and upgrade of software and enhancing of library services.
4. Internal Quality Assurance Committee: IQAC committee is formed to initiate, plan and supervise various activities to increase the quality of education imparted in the college.
5. Sports Committee: Encouraging participation in sport activities and organizing sport events. The committee organizes sports day every year.
6. Grievances and redressal committee: The functions of the committee are to look into the complaints lodged by any student/teacher and judge its merit.
7. Curriculum development committee: This committee invites suggestions from student teachers for modification and refinement in the existing curriculum.
8. Campus cleanliness and beautification: Maintaining the clean college environment sets a good example to students.
9. Alumni Association: Alumni Association plays an active role in voluntary programmes and helps students get placed at their respective organisations.

File Description	Documents
Copy of constitution of student council signed by the Principal	View File
List of students represented on different bodies of the Institution signed by the Principal	View File
Documentary evidence for alumni role in institution functioning and for student welfare	View File
Any other relevant information	**No File Uploaded**

5.3.2 - Number of sports and cultural events organized at the institution during the year

Nil

File Description	Documents
Data as per Data Template	View File
Reports of the events along with the photographs with captions and dates	View File
Copy of circular / brochure indicating such kind of events	View File
Any other relevant information	View File

5.4 - Alumni Engagement

5.4.1 - Alumni Association/Chapter (registered / non-registered but functional) contributes significantly for the development of the institution   Describe the role of alumni association in the development of institution in not more than 100 - 200 words highlighting two significant contributions in any functional aspects

Alumni Association of Khalsa College of Education, Ranjit Avenue, Amritsarestablished in 2005. Every year addition of new alumni members is a common practice of the institution. Periodical meetings are arranged to discuss the ways to improve the academic environment of the institution as well as to exchange views on the scope of higher education and employment opportunities. Alumni of the institution contribute both financially and non-financially. They are working on very prestigious designations as principals, coordinators and many other posts that help students in finding new placements. They are invited to the institution on various

occasions like sports day, teachers' day, annual function, and orientation day to motivate students.

Objectives:

- **To motivate freshly enrolled students.**
- **To advise the teaching faculty to bring appropriate changes in the institutional curriculum, to bring positive changes in outlook of outgoing students.**
- **To attend various institutional activities like seminars, in-house discussions etc.**
- **To help needy students in organizingscholarship funds.**
- **To advise regarding placement and absorption of employable students.**
- **S.Yudhpreet Singh helped institute to organize sports day and motivated students to participate inall sports events.**
- **Ms. Ruby Sandhu from batch 2019-21 contributed books to book bank of the institution.**

File Description	Documents
Details of office bearers and members of alumni association	<u>View File</u>
Certificate of registration of Alumni Association, if registered	<u>View File</u>
Any other relevant information	**No File Uploaded**

5.4.2 - Alumni has an active role in the regular institutional functioning such as Motivating the freshly enrolled students Involvement in the in-house curriculum development Organization of various activities other than class room activities Support to curriculum delivery Student mentoring Financial contribution Placement advice and support	**Three/Four of the above**

File Description	Documents
Documentary evidence for the selected claim	View File
Income Expenditure statement highlighting the alumni contribution	View File
Report of alumni participation in institutional functioning for the academic year	View File
Any other relevant information.	**No File Uploaded**

5.4.3 - Number of meetings of Alumni Association held during the year

01

File Description	Documents
Data as per Data Template	View File
Agenda and minutes of the meeting of Alumni Association with seal and signature of the Principal and the Secretary of the Association	View File
Any other relevant information	**No File Uploaded**

5.4.4 - Alumni Association acts as an effective support system to the institution in motivating students as well as recognizing, nurturing and furthering any special talent/s in them. Describe the mechanism through which Alumni Association acts as an effective support system to the institution in motivating, nurturing special talent in not more than 100 - 200 words

Alumni Association of Khalsa College of Education, Ranjit Avenue, Amritsar plays crucial role in its functioning by student mentoring, student support, financial support, and recognizing talent early and then nurturing it to become successful and efficient human resource to the country. Institute has a dynamic alumni association which works coherently with faculty. Alumni members via Alumni association meetings are sought directives as well as advice on curriculum development, financial aid to needy students, students' support for admission, placement, guidance as well as mentoring. Alumni members deliver seminars, hold workshops, plan internship and provide donations and accommodations. E-content development and extension of various online services to students for example website registration readily available notes and lectures as well as conducting online

examinations smoothly. Few examples of task performed by members are enlisted below to give an insight into alumni associations' role to support the institution:S. Yudhpreet Singh, alumnus of the institution, brought his school Gatka team on the Vaisakhi day celebration done in the institution and motivated students to come and join his group and be attached to the cultural roots. Extension lecture on Mental Health was delivered by one of the alumnus, Ms. Sharda Mehra, senior psychologist, Amandeep Medicity Amritsar.

File Description	Documents
Documentary evidence in support of the claim	[View File](#)
Any other relevant information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership and participatory mechanism in tune with the vision and mission Describe the vision and mission statement of the institution on the nature of governance, perspective plans and participation of the teachers, students and non-teaching staffs in its decision making bodies of the institution in not more than 100 - 200 words.

VISION STATEMENT

Our vision is "the holistic development of teacher trainees and teacher educators to give new direction to the society". The college focuses at developing competencies among students and chisels their professional skills to turn this vision into reality.

MISSION STATEMENT

As a leading Institute of Teacher Education in the region, our mission is to provide quality rather than quantity teachers in the society. 'Education' is synonymous with 'liberation'; liberation from all hackles, liberation from all vices, liberation from cruel customs and unjust traditions.

The institution follows a democratic and participatory mode of governance with all stakeholders participating actively in its administration. Various cells and committees are instituted for the day-to-day functioning of the college. In the preparation of the Perspective Plan, IQAC of the college has taken initiatives to

obtain Inputs from all stakeholders viz, the management, Principal, the faculty, the administrative staff, students of the college, the Alumni Association of the college, the parents and the peer colleagues. Stakeholders' expectations, management policies, goals and objectives and the vision and the mission statement of our college and quality policy of the college are also considered as a base for formulation of the perspective plan

File Description	Documents
Vision and Mission statements of the institution	View File
List of teachers, students and non-teaching staff on decision making bodies of the institution with seal and signature of the Principal	View File
Documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded

6.1.2 - Institution practices decentralization and participative management Describe the process of decentralization and participative management practiced in the institution in not more than 100 - 200 words

Khalsa College of Education, Ranjit Avenue, Amritsar practices decentralization and participatory management in keeping with its belief in collective leadership and democratic traditions. A particular reflection of this practice may be seen in the extensive delegation of authority to the Principal then to Coordinators and teachers in-charge of the various cells and committees in the college. The Principal of the college oversees the activities of various committees and cells. IQAC does the planning and evaluation for quality assurance in the college and organizes meetings periodically, throughout the year.

Participative Management

Annual budget and other expenses are pre-planned and implemented through recommendation of the Principal and approval by Khalsa College Charitable Society, Amritsar. Infrastructure, faculty, support staff and students, inventory etc. of the college through e-governance. Service books of the faculty members are updated. Inventory of the college is also maintained on e-governance. During the admission time, complete details of student i.e. personal data, qualification, fees deposit etc. are saved in the e

governance software 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.

File Description	Documents
Relevant documents to indicate decentralization and participative management	[View File](#)
Any other relevant information	**No File Uploaded**

6.1.3 - The institution maintains transparency in its financial, academic, administrative and other functions Describe the efforts of the institution towards maintenance of transparency in its financial, academic, administrative and other functions in not more than 100 - 200 words.

Institution conducts internal and external financial audits regularly at the end of each financial year. The auditors visit the college at regular intervals; they verify all financial transactions with the supporting documents and approval of proper authority for each financial transaction. Based on such audit, they issue audit report to the college for True and Fair view on the financial statements.

Transparency is also followed in academic functioning of the college. All the guidelines given by GNDU and UGC are followed. Before the commencement of the session, college academic calendar is prepared and all the academic and non academic activities are scheduled before hand. Time tables and work load are also prepared and circulated too. Greater use of technology is encouraged to enhance teaching- learning.

All Administrative activities are fair and transparent. Every activity related to purchase and accounts is uploaded on e-governance. All the records of students' admission work, examination, purchase, accounts and inventory are maintained on e-governance. Admission process is based upon merit and entrance test taken by affiliating university. Admission processes of various courses are based upon previous merit of the students. Library is partially automated e.g. records are maintained online for issuing and returning of books.

File Description	Documents
Reports indicating the efforts made by the institution towards maintenance of transparency	View File
Any other relevant information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic plan is effectively deployed Describe one activity successfully implemented based on the strategic plan with details of deployment strategy, during the year in not more than 100 - 200 words

The college is committed to provide a clean, healthy, pollution-free environment. The Strategic Plan to achieve a clean, healthy, and pollution-free environment. To provide a healthy environment some more green initiatives like minimal use of plastic, minimal use of air conditioners, switching of lights/fans, use of eco-friendly methods of transportation etc has been adopted by the institution. Under plantations, there are lush green gardens all around the campus. As disposal of e-waste is an emerging global environment and a public health issue. All loosely discarded e-waste is collected at the college and handed over to external agencies who work in this area. Besides all these various other environment-friendly practices like water harvesting, segregation of waste is being executed. Under Best out of waste practice, workshops were also conducted.

To aware students about environment awareness tree plantation drive, cleanliness drive and waste management awareness program was organized by college in the month of March 2023. All the students participated enthusiastically in these drives.

File Description	Documents
Link to the page leading to Strategic Plan and deployment documents	https://kceranjit.org/campus/strategic-plan
Documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc. Describe the functioning of the institutional bodies in not more than 100 - 200 words.

The institution has established written policies for all the important aspects of governance. The participation of students, teachers and non teaching staff in decision-making processes is also specified. The college is affiliated to Guru Nanak Dev University, Amritsar so it follows all the rules of the university in running different programmes in the college.

Administrative Setup

Khalsa College of Education, Ranjit Avenue, Amritsar has a well-defined organizational structure. The College is managed by Khalsa College Charitable Society. Our Governing Council reviews and evaluates the academic progress, administrative processes and co-curricular and extension activities of the College. E-governance of college is the best example of transparent administration, as each action related with the college is uploaded on the portal like salary, inventory, student record, finance etc.

Service rules

All staff is oriented about the Administrative and Service Manual available in the institution. Faculties are educated about conditions of service, roles and responsibilities, discharge of duties, increments, kinds of leave, code of conduct, incentive for attending Faculty Development Program, incentive for achieving academic excellence and others.

Appointment

Criteria for the selection of teaching and non -teaching staff are completely based upon the norms and conditions of NCTE, UGC and the affiliating university.

File Description	Documents
Link to organogram on the institutional website	https://kceranjit.org/campus/institutional-organogram
Documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded

6.2.3 - Implementation of e-governance are in the following areas of operation Planning and Development Administration Finance and	All of the above

Accounts Student Admission and Support Examination System Biometric / digital attendance for staff Biometric / digital attendance for students	

File Description	Documents
Data as per Data Template	View File
Screen shots of user interfaces of each module	View File
Annual e-governance report	View File
Geo-tagged photographs	View File
Any other relevant information	No File Uploaded

6.2.4 - Effectiveness of various bodies / cells / committees is evident through minutes of meetings and implementation of their resolutions / decisions Describe one decision based on the minutes of the meetings of various Bodies / Cells / Committees which is successfully implemented in not more than 100 - 200 words.

The institution has constituted various committees for successful and productive functioning of college activities. These well-defined committees are responsible to discuss, decide plans of action and implement them. The institution conducts its day to day working through these committees Cultural Committee, IQAC Cell, Anti-Ragging Committee, Admission Committee, Library Committee, Examination Committee, research committee etc.

Research cell is prominent cell of college. Through different meetings the decision was taken to conduct an extension lecture on research in the month of May 2022. The primary objective of organizing the extension lecture was to provide a platform for researchers, academicians, and students to engage in insightful discussions on contemporary subjects relevant to their respective fields.

The lecture featured an esteemed speaker, Dr Mandeep Kaur Kochhar, who is an expert in the field of Education. She has extensive experience in this domain and is widely recognized for their contributions through research articles, books, and lectures. The extension lecture witnessed an overwhelming response from participants, including researchers, faculty members, and students. The extension lecture organized by the Research Cell was successful in achieving its goals of promoting intellectual discourse, knowledge sharing, and encouraging research endeavors.

File Description	Documents
Minutes of the meeting with seal and signature of the Principal	View File
Action taken report with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - Effective implementation of welfare measures for teaching and non-teaching staff is in place Describe the existing welfare measurements for teaching and non-teaching staff and their implementation in not more than 100 - 200 words

The institution has effective welfare measures for the faculty and non-teaching staff and avenues for career development. Besides intellectual and professional development, it also offers financial and health securities for its employees. Professional development is ensured through periodic training/workshops/seminars. The faculty is encouraged to make academic advancement and supporting staff are encouraged to update their administrative skills. Duty leave is provided for attending Workshops, Orientation course, refresher courses, Conferences. Staff achieving State and International award are felicitated by the institution.Faculties can avail loan from the bank with very minimal charges and repay the loan in easy installments.Gratuity is provided for Employees after completion of 5 years of service as stated in the administrative and service manual. Staff Tour is sponsored by the management every year for teaching and non-teaching staff.

Festival bonus for non- teaching staff. Yoga camps are organized from time to time.Ladies teaching and non-teaching staff can avail maternal leave for 3 months. Free Uniforms are provided to housekeeping staff. The management ensures the wellness of its employees and enables them to optimize their potential.

File Description	Documents
List of welfare measures provided by the institution with seal and signature of the Principal	View File
List of beneficiaries of welfare measures provided by the institution with seal and signature of the Principal	View File
Any other relevant information	View File

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

06

File Description	Documents
Data as per Data Template	View File
Institutional Policy document on providing financial support to teachers	View File
E-copy of letter/s indicating financial assistance to teachers	View File
Certificate of participation for the claim	View File
Certificate of membership	View File
Income Expenditure statement highlighting the financial support to teachers	View File
Any other relevant information	No File Uploaded

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

04

File Description	Documents
Data as per Data Template	View File
Brochures / Reports along with Photographs with date and caption	View File
List of participants of each programme	View File
Any other relevant information	No File Uploaded

6.3.4 - Number of teachers undergoing online / face to face Faculty Development Programmes (FDPs) viz., Orientation Programme and Refresher Course of the ASC / HRDC, Short Term Course and any other similar programmes

06

File Description	Documents
Data as per Data Template	View File
Copy of Course completion certificates	View File
Any other relevant information	No File Uploaded

6.3.5 - The institution has a performance appraisal system for teaching and non-teaching staff Describe the process of performance appraisal system for teaching and non-teaching staff in not more than 100 - 200 words.

Khalsa College of Education, Ranjit Avenue, Amritsar has performance appraisal system for teaching and non-teaching staff which strictly follows the UGC regulations for the appointment of teachers and other academic staff in the institution. The performance of each employee is assessed annually after completion of one year of service. The performance of each faculty member is assessed according to the Annual Self-Assessment for the Performance based Appraisal system (PABS). The PBAS Performa filled by the faculty member is checked and verified by the Principal of the institution. Faculty members whose promotions are due under CAS are recommended based on their API score and are required to appear before the screening-cum-selection committee as per the requirement of UGC. All non-teaching staff is also assessed through annual confidential reports and annual performance appraisal. The performance appraisal system significantly helps in the evaluation of the performance of employees, in motivating them, analyzing their strengths and weaknesses and ensuring better performance.

File Description	Documents
Proforma used for performance appraisal for teaching and non-teaching staff with seal and signature of the Principal	View File
Performance Appraisal Report of any three teaching and three non-teaching staff with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal or /and external financial audit regularly Describe the process of internal and external financial audits along with the mechanism for settling audit objections, if any, during the year in not more than 100 - 200 words

Internal and external auditing processes are in place at the organization. We have our own internal audit system, which works collaboratively with external auditors to continuously review and validate the institution's annual totals for income, expenses, and capital expenditures.

The transactions for each financial year are thoroughly reviewed and verified by a group of personnel working under qualified internal auditors who have been permanently employed from outside sources. A thorough external audit is also conducted yearly, in addition to this.

The institution's management, the Khalsa College Charitable Society, Amritsar, is linked to an online financial data system.As a result, an internal audit is performed on each receipt and expenditure. Internal auditors conducted audits on a regular basis to verify the pertinent receipts, vouchers, ledger entries, etc. In addition, auditors are in charge of conducting external audits under the direction of a certified public accountant. Other than petty cash, which ensures internal account checks and balances, bank transactions are utilized to maintain accounts. A Chartered Accountant also regularly audits the Institute's accounts in conformity with governmental standards.

File Description	Documents
Report of Auditors of during the year signed by the Principal.	View File
List of audit objections and their compliance with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

6.4.2 - Funds / Donations received from non-government bodies, individuals, philanthropists averaged over the year (not covered in Criterion III)(INR in Lakhs)

81600

File Description	Documents
Data as per Data Template	View File
Income Expenditure statements highlighting the relevant items with seal and signature of both the Chartered Accountant / Principal	View File
Copy of letter from the NGO / Individual / Philanthropists stating the Fund / Donation given	View File
Any other relevant information	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources are in place. Describe the procedure of mobilization of funds and its optimal utilization in not more than 100 - 200 words.

To raise money for the numerous activities, the organization supports college teachers. The UGC, MHRD, NCTE, and other organizations are just a few of the ones that the IQAC looks into. For the various initiatives and developmental programs that these funding organizations advertise, the institution and academics submit applications.

The college receives financing from a number of organizations for its usual activities. The college raises money through its partners in the government, nonprofit organizations, the UGC, well-wishers in the neighborhood, previous students, and public figures.

Optimal Utilization of Resources:

The College refreshes its infrastructure on a regular basis. It has created its policies to ensure successful execution and the optimum use of available resources. The funds are allocated for maintaining the labs and classrooms. The received money are collected and used through cheque, RTGS, or NEFT. According to the priorities and suggestions of committees, the funds are utilized for student development, ICT device and up gradation, infrastructural development and beautification, and necessary equipment for the skill-based courses. All themoney that is collected is spent according to appropriate procedures, which may include using quotes, e-trending, talks with committee permission, cheques, or online payment methods.

File Description	Documents
Documentary evidence regarding mobilization and utilization of funds with seal and signature of the Principal	[View File]()
Any other relevant information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) or any other mechanism has contributed significantly for institutionalizing the quality assurance strategies Describe the process adopted by the institution for quality assurance through IQAC or any other mechanism in not more than 100 - 200 words

TheInternalQualityAssuranceCellwasfoundedbythecollegeonAugust8,2008,withthegoalsofinstit utionalization,assessment,accreditation,and qualityassurancebeingpursued. The IQAC continuously strives to advance the quality culture in all areas of college aspects by focusing efforts on advancing comprehensive academic superiority. The IQAC creates a developmental perspective plan for the college and implements it annually in a strategic plan. The IQAC successfully implemented and introduced a number of extracurricular, co-curricular, and curriculum activities during the assessment period. IQAC was established in 2008 with the following objectives. Information exchange about the several standards of higher education excellence creation of quality standards for its numerous administrative and academic operations. Monitoring, analyzing and taking action on feedback received from students, parents and alumni Preparation of the annual Quality Assurance Report. The institutional processes related to quality (AQAR) Based on the quality parameters. The Institution highlights the following activities of IQAC: Feedback from students, parents, employers, alumni, principals and teachers Effective curriculum

delivery and enhanced use of ICT tools Encouraging usage of ICT resources in college governance, faculty members to attend FDPs for Professional Development Village adoption and its up gradation

File Description	Documents
List of activities responsible for ensuring quality culture in the Institution with seal and signature of the principal	[View File](#)
Any other relevant information	**No File Uploaded**

6.5.2 - The institution reviews its teaching-learning process periodically through IQAC or any other mechanism Describe the process adopted by the institution for reviewing Teaching-Learning Process periodically in not more than 100 - 200 words.

The college's IQAC has worked hard to bring about changes to the institution's operations, structures, and methods of instruction by developing a number of tools to assess their efficacy.

There are certain knowledge resources in the library and ICT resources in the classrooms, labs, and library.Participation from a large number of faculty members in workshops on syllabus revision improves readiness for efficient instruction in the classroom.

Course types, such as required, elective, add-on, remedial, etc., and the schedules of co-curricular and extracurricular activities are taken into consideration while scheduling courses in the schedule.

The IQAC putting efforts in teacher training and retraining programs that are designed to broaden the range of instructional approaches that educators employ in their regular classrooms.

Creating and implementing cost-free or reasonably priced, need-based supplemental courses is another common approach to close the curriculum gap between university curricula and industry demands.

Some quality enhanced programmes taken by college are:

Senior students who excel in their studies teach youngsters through demonstration lessons

involvement in a range of extracurricular pursuits.

ICT use in the process of teaching and learning.

Tutorials designed for advanced learners.

To attain the intended learning objectives, high-performing and low-performing students are partnered.

File Description	Documents
Appropriate documents to show the visible improvement/s in Teaching-Learning Process with seal and signature of the Principal	View File
Any other relevant information	View File

6.5.3 - Number of quality initiatives taken by IQAC or any other mechanism for promoting quality culture during the year

22

File Description	Documents
Data as per Data Template	View File
Report of the work done by IQAC or other quality mechanisms	View File
List of quality initiatives undertaken by IQAC / other quality mechanism signed by the Principal	View File
Any other relevant information	No File Uploaded

6.5.4 - Institution engages in several quality initiatives such as Regular meeting of Internal Quality Assurance Cell (IQAC) or other mechanisms; Feedback collected, analysed and used for improvements Timely submission of AQARs (only after 1st cycle) Academic Administrative Audit (AAA) and initiation of follow up action Collaborative quality initiatives with other institution(s) Participation in NIRF	**Four of the above**

File Description	Documents
Data as per Data Template	View File
Link to the minutes of the meeting of IQAC	https://kceranjit.org/campus/iqac-meetings
Link to Annual Quality Assurance Reports (AQAR) of IQAC	https://kceranjit.org/campus/report
Consolidated report of Academic Administrative Audit (AAA)	View File
e-Copies of the accreditations and certifications	View File
• Supporting document of participation in NIRF	View File
Feedback analysis report	View File
Any other relevant information	No File Uploaded

6.5.5 - Institutions keeps track of the incremental improvements achieved in academic and administrative domains of its functioning through quality assurance initiatives For first cycle: Describe two examples to show incremental improvements achieved within the institution during the year in not more than 100 - 200 words each For second and subsequent cycles: Describe two examples to show incremental improvements achieved within the institution due to quality initiatives since the previous accreditation in not more than 100 - 200 words each

Establishing and Preserving an Eco-Friendly Campus Goals: ToReduce waste and use environmental resources sensibly

Preserve biological diversity and enhance eco-awareness disseminate the traditional knowledge and practices.Preserve a clean atmosphere on college property. Various measures have been taken to made the campus eco-friendly like welcoming of guests in the institution with the planters made by students, various plantation drives in the campus, green landscaping with a plant nursery, Sanitary Napkins Incinerator, etc.

Faculty and Alumni Reward & Recognition:

ToEncourage improved performance in research and teaching; Evaluate and value their input; Recognize and support our alumni in making positive contributions to society

Assessing instructors and former students based on their

evaluations

1. Financial incentives for the Best Teacher's Award and the Best Researcher Award determined by the Academic Performance Indicator (API)

2. Giving graduates keepsakes in appreciation of their social contributions

In the Tenth Annual Convocation of the institution, four faculty members were recognized for the years 2021-2022 and 2022-2023. The following financial prize was given: Rs. 50,000 for the Best Teacher Award and Rs. 100,000 for the Best Researcher Award

Two in-service teachers were honoured by the institution on this particular occasion for their contributions to the advancement of drama and cultural heritage. Four of our alumni received awards for their achievements in the fields of drama and education.

File Description	Documents
Relevant documentary evidence in support of the claim	[View File](#)
Any other relevant information	**No File Uploaded**

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Institution has a stated energy policy streamlining ways of energy conservation, use of alternate sources of energy for meeting its power requirements Describe the institution's energy policy streamlining ways of energy conservation, use of alternate sources of energy for meeting its power requirements in not more than 100 - 200 words.

The institution's "Energy Conservation Cell" resolves its energy conservation policy with objectives and action plan in the beginning of the session and orientates the staff and students about it. Policy Statement: Energy conservation is the practice to reduce the consumption of power by using energy saving measures and strategies. Policy Objectives: To- ? promote awareness to increase and encourage minimization of energy waste. ? ensure realistic and comprehensive reduce of energy to save energy usage cost. ? ensure minimize wastage by facilitating repair and reuse. ? provide clearly defined roles and responsibilities to co-ordinate each activity of the energy conservation. Action Plan ? Extension lectures of persons with expertise in the area to promote awareness about energy conservation. ? Periodical meetings

of Energy Conservation Cell and College Discipline Committee. ? Well-designed building to maximize the use of natural light and ventilation. ? Sensitization of staff and students to turn off lights /fans/ACs when not in use. ? Use of modern more cost-effective LED lights and LCD monitors in all the labs/classes and offices. ? Preference to Energy-efficient Appliances with Timers and Energy Star Ratings. ? Floor-wise master switches to shut down power of entire rooms. ? Use of Solar Energy for meeting its power requirements.

File Description	Documents
Institution's energy policy document	[View File]()
Any other relevant information	[View File]()

7.1.2 - Institution has a stated policy and procedure for implementation of waste management Give a brief note on the institution policy for waste management along with its implementation procedure in not more than 100 - 200 words.

The institution's "Energy Conservation and Waste Management Cell' resolves its 'Waste Management Policy' with objectives and action plan in the beginning of the session and orientates the staff and students about it. The action plan is implemented with the help of college staff and students.

Policy Statement

In the institution all types of wastes are disposed of responsibly by using proper waste segregation mechanism at the source.

Policy Objectives

- To ensure that waste management is performed in accordance with all waste.
- To minimize waste generation at source and facilitate repair, reuse and recycling.
- To provide clearly defined roles and responsibilities to co-ordinate each activity.
- To promote environmental awareness in order to increase waste minimization.
- To invest into the expansion of recycling opportunities and transform waste into value added products.

Action Plan

- **Extension lectures to promote awareness.**
- **Periodical meetings regarding orientation of rules and regulations.**
- **Use of paper for routine correspondence is discouraged; notices, order, circulars, etc. are issued electronically through e-mail or e-governance.**
- **Segregation of waste with different coloured bins.**
- **Safe disposal of hazardous waste.**
- **Vermi- composting to use biodegradable waste collected from the campus**

File Description	Documents
Documentary evidence in support of the claim	[View File]()
Any other relevant information	**No File Uploaded**

7.1.3 - Institution waste management practices include Segregation of waste E-waste management Vermi-compost Bio gas plants Sewage Treatment Plant	**Three of the above**

File Description	Documents
Documentary evidence in support of each selected response	[View File]()
Geo-tagged photographs	[View File]()
Income Expenditure statement highlighting the specific components	[View File]()
Any other relevant information	**No File Uploaded**

7.1.4 - Institution has water management and conservation initiatives in the form of 1. Rain water harvesting 2. Waste water recycling 3. Reservoirs/tanks/ bore wells 4. Economical usage/ reduced wastage	**Three of the above**

File Description	Documents
Income Expenditure statement highlighting the specific components	View File
Documentary evidence in support of the claim	View File
Geo-tagged photographs	View File
Any other relevant information	View File

7.1.5 - Institution is committed to maintenance of cleanliness, sanitation, green cover and providing a pollution free healthy environment Describe the efforts of the institution towards maintenance of cleanliness, sanitation, green cover and providing a pollution free healthy environment in not more than 100 - 200 words

Cleanliness and Sanitation

The institution believes in the fundamentals of prosperity with cleanliness and hygiene for overall purity of 'Body, Mind and Soul'. Our Institution also makes efforts to spread awareness among the teachers, students and non-teaching staff regarding pollution freeenvironment with following activities:

- **Organization of assemblies, seminars and extension lectures on creating sensitivity and responsiveness about our surroundings**
- **Posters and instruction boards displaying habits of cleanliness.**
- **Presentation of "Plant-Saplings" to invited guests.**

- **Plantation drives during teaching practice.**
- **'Print little' promotion with paperless office and the continuation of E-governance practice bythe management.**
- **Celebration of 'World Environment Day' with the theme, 'Reduce, Reuse and Recycle'**
- **Encourage senior students to donate their books in the college library or their juniors so as to avoid paper wastage and energy.**
- **Removal of the broken, waste and unusable material.**

File Description	Documents
Documents and/or photographs in support of the claim	View File
Any other relevant information	View File

7.1.6 - Institution is committed to encourage green practices that include Encouraging use of bicycles / E-vehicles Create pedestrian friendly roads in the campus Develop plastic-free campus Move towards paperless office Green landscaping with trees and plants	All of the above

File Description	Documents
Videos / Geotagged photographs related to Green Practices adopted by the institution	View File
Circulars and relevant policy papers for the claims made	View File
Snap shots and documents related to exclusive software packages used for paperless office	View File
Income- Expenditure statement highlighting the specific components	View File

7.1.7 - Number of expenditure on green initiatives and waste management excluding salary component during the year (INR in Lakhs)

157791

File Description	Documents
Data as per Data Template	View File
Income Expenditure statement on green initiatives, energy and waste management	View File
Any other relevant information	No File Uploaded

7.1.8 - Institution puts forth efforts leveraging local environment, locational knowledge and resources, community practices and challenges. Describe institution's efforts showcasing the way it leverages local environment, locational knowledge and resources, community practices and

challenges in not more than 100 - 200 words

The Collegeis located at the prime locationof the city providing all facilities to students & visitors.

LOCATIONAL ADVANTAGES:

1. Located nearmain road with easy accessibility and connectivity via public transport

2.Sufficient Green Area in vicinity of college

3. Municipal Corporation Office in Proximity- a landmark

4.Police station is located in a range of 500m for safety and security purposes.

5. Proximity to commuting access to students from rural areas

6.Proximity to several national research institutes/research universities and non-governmental organisation

COMMUNITY PRACTICES:

1.24/7 CCTV Surveillance inside and outside the college assists the community to control any

anti-social activity nearby

2. Utmost care to maintain cleanliness and greenery in and around the college

3.Many awareness programmes are organised for public awareness.

4. Provided space to schools, Banks and Government organisations toconduct different activities

5. Students take up

- Visits
- Internships at Government as well as Private Schools, DIETs and Sister Institutions
- The college being close to manyschoolsin the area with sufficientresources to provide optimalexposure to students.Students have easy access for; Observation ofclassroom teaching, Internship in the schoolsto practice

skills learnt

File Description	Documents
Documentary evidence in support of the claim	View File
Any other relevant information	**No File Uploaded**

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

File Description	Documents
Copy of the Code of Conduct for students, teachers, administrators and other staff of Institution / Affiliating University	View File
Web-Link to the Code of Conduct displayed on the institution's website	View File
Reports / minutes of the periodic programmes to appraise adherence to the Code of Conduct	View File
Details of the Monitoring Committee, Professional ethics programmes, if any	View File
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices (as per NAAC format given on its website) Describe any two best practices successfully implemented by the institution as per NAAC format

BEST PRACTICE -1

TITLE: Creation and Conservation of Eco-friendly Campus

Objectives: To:

- aware to minimize waste and wise usage
- preserve biological diversity and increase eco-sensitivity
- disseminate the traditional knowledge

Context:

Maintain pollution free environment

Practice:

1. Welcoming guests with planters
2. Plantation Drives
3. Pedestrians Friendly Roads
4. Plastic free campus and Paperless office
5. Green landscaping with nursery
6. Sanitary Napkins Incinerator
7. Solar Power Plant
8. Rain water harvesting
9. Vermicomposting
10. Green audits

Evidence of Success:

Eco-Friendly campus with gardens, nursery,e-governance system, Solarpower, etc.

Problems Encountered and Resources Required: Nil

BEST PRACTICE -2

TITLE: Rewards and Recognition for Faculty and Alumni

Objectives: To:

- **motivate teaching and research**
- **appraiseconstructive contribution in society**

Context:

Evaluation of faculty and alumni

Practice:

1. **Monetary rewards -Best Teacher`s Awardand Best Researcher Award**
2. **Mementoes for alumni for contribution in society**

Evidence of Success:

Four faculty members awarded in the Tenth Annual Convocation of the college for the years 2021-22 and 2022-23, with the cash prize as follow: Best Teacher Award - Rs. 50,000/- and Best Researcher Award -Rs. 100000/-

Recognition of in -service, Alumni and students.

Problems Encountered and Resources Required: Balancing teaching and research activities.

File Description	Documents
Photos related to two best practices of the Institution	[View File](#)
Any other relevant information	**No File Uploaded**

7.3 - Institutional Distinctiveness

7.3.1 - Performance of the institution in one area of distinctiveness related to its vision, priority and thrust Describe the institutional performance in one area of distinctiveness related to its vision, priority and thrust in not more than 100 -200 words

Our efforts to be distinctive must be in harmony with our vision, priority and thrust area. Vision of our institution is 'the holistic development of teacher trainees and teacher educators to give new direction to the society'. Institutional distinctiveness also sets a central theme around which excellence is built and that binds the tie with our rich Indian culture and religion. With this view, our institution always celebrates different important

days of different religions.

True religion helps man to become passionate, innovative, secular and humane.

In accordance with our mission.

Distinctive activities conducted are:

- **University Youth Festivals- aim to propagate the spirit of communal harmony, brotherhood and mutual respect among students**

- **Procession on Guru Nanak Dev Ji's Birthday-aims to spread Guru Saheb's message of secular humanism to the contemporary world.**

- **Lohri Celebration**
- **Ardaas Divas- binding the students with the valuable tradition of college.**
- **Exam on Divinity- to enhance the religious and cultural knowledge of the students.**
- **Vasakhi Mela**
- **Shaheedi Divas of Guru Arjun Dev Ji**

File Description	Documents
Photo and /or video of institutional performance related to the one area of its distinctiveness	View File
Any other relevant information	**No File Uploaded**