YEARLY STATUS REPORT - 2022-2023

Part A	
Data of the Institution	
1.Name of the Institution	Khalsa College for Women, Amritsar
• Name of the Head of the institution	Dr. Surinder Kaur
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	09814790220
• Mobile no	09814790220
• Registered e-mail	kcw_asr@yahoo.co.in
• Alternate e-mail	kcw_asr@yahoo.co.in
• Address	Khalsa College for Women, G.T. Road, Putlighar, Amritsar
• City/Town	Amritsar
• State/UT	Punjab
• Pin Code	143001
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Women
• Location	Urban

• Financial Status	**UGC 2f and 12(B)**	
• Name of the Affiliating University	**Guru Nanak Dev University, Amritsar**	
• Name of the IQAC Coordinator	**Dr. Manbir Kaur**	
• Phone No.	**9779193434**	
• Alternate phone No.	**09814790220**	
• Mobile	**09814790220**	
• IQAC e-mail address	**kcw_asr@yahoo.co.in**	
• Alternate Email address	**manbirkaur.231@gmail.com**	

3.Website address (Web link of the AQAR (Previous Academic Year)	https://kcwasr.org/pdf/AQAR%20Report%202021-22%20KCWASR.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://kcwasr.org/pdf/Academic%20Calender%202022-23%20n.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**A**	**3.36**	**2009**	**08/03/2009**	**07/03/2014**
Cycle 2	**A**	**3.04**	**2017**	**02/05/2017**	**01/05/2022**
Cycle 3	**A**	**3.22**	**2023**	**24/06/2023**	**23/06/2028**

6.Date of Establishment of IQAC	**06/10/2010**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Punjabi	**Seminar Grant**	**ICSSR**	**Dec. 2022**	**2,00,000**
Economics	**Seminar Grant**	**ICSSR**	**Aug. 2022**	**60000**

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	03	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	Yes	
• If yes, mention the amount	39000/-	

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

1.Two new diploma courses viz., P.G. Diploma in Cosmetology, Diploma in Computer Applications and one subject of Fashion Designing and Garment Construction in B.A. has been introduced in the current session. 2.New MOU's were signed with Verka Milk Plant, Amritsar, Khanna Paper Mill, Amritsar and Sanvi Technologies along with previous collaborations 3. New washrooms has been completed and Photostat shop has been opened for the convenience of the students. 4.An FDP on National Educational Policy was organized by Faculty Development Committee in collaboration with Research and Development Cell. 5.For conservation of energy, more solar energy panels were installed.

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

Plan of Action	Achievements/Outcomes
1.To plan orientation programme for the new students.	With the help of team members, IQAC coordinator conducted students' induction programme for the first year students on 14/09/21. The incumbents learnt about the institutional policies, processes, practices, culture and values. Around 250 students participated in this programme
2.To plan activities for the holistic development of the students	A lecture on career opportunities in securities market was held on 07 July 2022..An e-FDP on basics of questionnaire design was held on 16 July 2022 for the students of P.G classes. On 9th August, 2022 PG Dept. of fashion designing, Amritsar celebrated '75th Independence Day with Raksha Bandhan'. On this occasion many theme based competitions such as Card making, Rakhi making, best dress up, Eye make-up and nail art were organised. A session on career counselling programme was held on 16 Sept 2022 for outgoing classes. Commerce fest was organized by the PG Department of Commerce on 08 Oct 2022 To provide more exposure and for the holistic development of the students, a trip to wonderland 03 Sept 2022.
3. To plan activities for promoting academic/industrial interactions for the better placements of the students.	A workshop on practical aspects of digital marketing was organized on 20 Aug 2022 for the students of all streams. The eminent scholar from Lovely Professional university, Mr. Suraj Parkash was invited to provide practical exposure to the students in order to survive

	in this digital era. A Workshop on TALLY was organized by P.G. Department of Commerce and Management for their students. The students interacted with Ms. Paras Meha from Jallandhar and get their doubts cleared. The PG Dept. Of Fashion Designing organized Guest Lecture on "Basic Sustainable Fashion Terminology & Paradigms Of Zero Waste Techniques In Fashion" on 9th Sept. 2022. The invited speaker Dr. Harpreet Kaur who is working as Assistant Professor in Kanya Mahavidyalaya, Jalandhar gave a presentation which focused on adaptation of desired practices of Upcycling and Recycling of fabrics and garments and spread awareness among students towards emerging design strategies i.e. Zero Waste.
4.To plan activities for promoting research among faculty members and review the progress of e-journal.	three faculty members have applied for grant of sponsored seminars to ICSSR and three have applied for research projects to ICSSR. And an 2nd issue of college online journal has been successfully uploaded.
5. To sensitize students towards gender equality, constitutional, moral and religious values.	7 days NSS Camp was organized by NSS department at the adopted village Kot Khalsa , Amritsar. Oath Taking Ceremony on Rashtriya Ekta Diwas was organized by NSS department on Nov 9, 2021. Red Ribbon Club organized an online lecture on Mental and Physical well-being of the students Training Parade was organized from by NCC contingent for the holistic development of students. Our two

	NCC cadets were got selected for the Republic day parade. The teacher in charge of NCC wing Dr. Jaswinder Singh has got selected to attend one month training camp at Nagpur organized by Indian Army.
6. To discuss academic infrastructural requirements of college like purchase of new books and computers.	The requirement for the books was assessed and books worth Rupees 90140/- were purchased for different departments.
7. To plan Workshops/Seminars in collaboration with industry or sponsored by funding agencies	Different workshops/seminars were conducted in the college for the benefit of students.
8.To discuss the infrastructural requirements in the girls hostel.	The proposal for construction of new washrooms has been completed and Photostat shop has been opened for the convenience of the students. A drinking water unit with 6 water taps has also been introduced.
9. To organize Alumnae meet	Under the guidance of the Principal, IQAC members organised an Alumnae meet in the month of March 2023 to build a strong bond with the alumnae.
10. To collect feedback of the outgoing classes	A feedback form has been designed for outgoing classes and complete report has been prepared.

13.Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
Khalsa College Charitable Society, Amritsar	15/11/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022	19/01/2023

15.Multidisciplinary / interdisciplinary

The college is privileged to provide courses from diverse streams within one campus. We offer Add On/Certificate Courses alongside regular studies. Successfully running are three B.Voc degree programs with flexible entry and exit points. Additionally, we offer skill-based courses through Jagat Guru Nanak Dev State Open University, Patiala. The college actively engages in community service through various extension activities.

16.Academic bank of credits (ABC):

An 'Academic Bank of Credit' (ABC) is the system that stores credit gained by the student. The college is in the process of getting registered for the ABC through the DigiLocker NAD portal. All the students have created ABC IDs. We encourage our students to attend online courses via national schemes such as SWAYAM and NPTEL . Some students have already enrolled in MOOC courses. To enable credit transfer, the College is in the process of establishing an MOU with a foreign university. The faculty attends FDPs, Webinars, refresher courses, workshops; they initiate contact with external agencies for exchange of ideas. In this connection, the college has organized One Day workshop for Teachers on the theme Choice Based Credit and Grading System.

17.Skill development:

The college offers B.Voc. Programs aligned with NSQF standards and has incorporated 25 skill-based add-on courses, including Tally, IT-Enabled Services, Waste Management, Cosmetology, and Religious Studies. It boasts a well-equipped computer lab, ICT-based smart classrooms, and established MoUs with industry/academia to enhance students' skill development. Prioritizing value-based education, the college organizes religious and divine events, celebrating festivals with authenticity and true spirit.

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

The institute is committed to preserving the authenticity of India's multi-lingual system under the Ek Bharat Shreshtha Bharat program. As a strategic initiative, the college requires the inclusion of Punjabi and Hindi languages in the curriculum. Faculty proficiency

in languages such as Hindi, Punjabi, and English is sustained through seminars and conferences. The college offers degree courses in these languages at both graduate and postgraduate levels. Celebrating Indian festivals and incorporating an Urdu course further contributes to the preservation of Indian culture and multilingualism.

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

Institute has sufficient infrastructure for developing online content and conducting online courses. Senior faculty members have experience of ODL lecture delivery and content development. In addition to E-Governance portal, the platforms such as Google Meet, Microsoft Teams, Zoom, YouTube are used by faculty for various tasks. College also offers skill oriented distance education courses of Jagat Guru Nanak Dev Punjab State Open University, Patiala. The college is focusing on blending online education with experimental and activity-based learning.

20.Distance education/online education:

The institute possesses ample infrastructure for creating online content and facilitating online courses. Senior faculty members bring valuable experience in Open and Distance Learning (ODL) lecture delivery and content development. In addition to the E-Governance portal, faculty utilize platforms like Google Meet, Microsoft Teams, Zoom, and YouTube for various tasks. The college extends skill-oriented distance education courses through Jagat Guru Nanak Dev Punjab State Open University, Patiala. Emphasizing a blend of online education with experimental and activity-based learning, the college aims for a comprehensive educational approach.

Extended Profile

1.Programme

1.1   **798**

Number of courses offered by the institution across all programs during the year

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

2.Student

2.1   **1432**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2   **737**

Number of seats earmarked for reserved category as per GOI/ State
Govt. rule during the year

File Description	Documents
Data Template	View File

2.3   **423**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1   **75**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2   **75**

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**798**

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

2.Student

2.1 Number of students during the year	**1432**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**737**

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

2.3 Number of outgoing/ final year students during the year	**423**

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

3.Academic

3.1 Number of full time teachers during the year	**75**

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

3.2 Number of sanctioned posts during the year	**75**

File Description	Documents
Data Template	<u>View File</u>

4.Institution

4.1 Total number of Classrooms and Seminar halls	**74**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**222.16826**
4.3 Total number of computers on campus for academic purposes	**261**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The institution is committed to the seamless delivery of a robust curriculum, employing a meticulously planned and well-documented process. Aligned with Guru Nanak Dev University, Amritsar, we adhere strictly to the university-prescribed curriculum. Although we lack autonomy in shaping the curriculum, our approach involves constant scrutiny, inviting valuable suggestions and comments annually from all stakeholders. Curriculum enhancement is a continuous endeavor, facilitated through active participation in the Boards of Studies by our representatives. Department heads collaborate with the principal at the commencement of each semester to establish timelines, workloads, and administrative responsibilities, thereby expediting academic procedures. Student evaluation is comprehensive, encompassing seminars, class assignments, tests, quizzes, MCQs, and presentations. Practical examinations are conducted by external examiners appointed by the university to maintain objectivity. To augment practical knowledge, departments organize study tours, field trips, and

project-related activities. Additionally, students engage in internships and industry-academia interfaces, fostering a holistic learning experience.

Facilitating faculty development is a priority, with encouragement and support for attendance at seminars, conferences, orientations, refresher courses, and workshops. Diverse teaching methods, including Power-Point presentations, seminars, and field trips, contribute to an enriching academic environment. Incorporating student-centric approaches, we host guest lectures, showcase films, utilize audio programs, and promote industry-academia interactions, collectively sharpening both academic and professional skills. Our institution stands committed to provide a well-rounded, quality education experience.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://collegeadmissions.gndu.ac.in/StudentArea/ViewSyllabi.aspx

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The university, acting as the affiliating institution, issues an academic calendar outlining the semester's commencement and conclusion dates, as well as anticipated exam schedules. The college strictly adheres to this calendar, meticulously planning all its activities, including Continuous Internal Evaluation (CIE), in accordance with the university's timeline. The institute establishes an overarching calendar, with each department subsequently devising its own schedule detailing total working days, holidays, CIE dates, and timelines for guest lectures, workshops, industrial tours, and various co-curricular and extracurricular activities. All planned activities, whether academic or related to CIE, are executed according to the predetermined schedule, barring unforeseen circumstances.

For students, the CIE encompasses projects, assignments, tests, and quizzes. The examination committee is tasked with creating date sheets for house exams, disseminating them to relevant stakeholders through diverse media channels. Subject teachers are responsible for evaluating answer scripts. Furthermore, CIE serves as a platform for project work, seminars, internships, and

practical training. The Principal routinely evaluates the semester's progress and offers pertinent recommendations during academic committee meetings.Top of Form

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	[Scanned Image (kcwasr.org)]()

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File]()
Any additional information	[View File]()

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

09

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

26

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

948

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The college is taking admirable strides in integrating human values, environmental awareness, and sustainability into its curriculum and overall campus culture. Noteworthy initiatives include the mandatory Environmental Studies (EVS) and Drug Abuse courses for undergraduates, emphasizing environmental consciousness. The college extends its commitment beyond academic

requirements with regular seminars addressing critical issues such as gender discrimination, environmental crises, hygiene, and literacy. Demonstrating a dedication to eco-friendly practices, the campus boasts solar plants for energy conservation, an integrated rainwater harvesting system with reused water for gardening, and a paper-less work culture through an e-governance portal. Various clubs and committees, including the Protect the Girl Child Club, Nature Club, and Red Ribbon Club, actively raise awareness about significant societal issues. To enrich students' experiences, the institution offers short-term and add-on courses, along with hosting workshops, conferences, seminars, and extracurricular activities that encompass cross-cutting concerns related to human values, the environment, and sustainability. The college's holistic approach ensures a well-rounded education that extends beyond academic boundaries.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

36

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

821

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://kcwasr.org/pdf/Analysis%20Website.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://kcwasr.org/pdf/Analysis%20Website.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

735

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC,   ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

306

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

At the beginning of each academic year, Student Induction Programme for new students is organized, during which, fresher's are oriented on teaching/learning methods followed in curriculum apart from orientation towards respective syllabus, various curricular/co-curricular/extra-curricular activities of the college, opportunities and facilities available. Based on their participation in class and performance in ongoing evaluations via MST/assignments/ quizzes, and other evaluation components, advanced and slow learners are distinguished. Slow learners are offered Remedial Coaching, during which teachers clarify doubts, provide tutorials, practice problems. Tutorial classes and Peer tutoring is practiced with goal of enhancing academic performance of slow learners, absentees, and students who take part in extracurricular activities including sports. Bridge courses are arranged for the majority of students to overcome learning gap. Special classes are also conducted in Skill Development initiatives which cover domain specific, communicative English,

aptitude and soft skills. Students are offered Certification/Value Added Courses to promote interdisciplinary learning and professional/intellectual skills

Students are encouraged to enroll in courses offered through Swayam, NPTEL, Coursera etc. Competitive classes are organized to prepare for exams like UPSC/UGC. Advanced students are also encouraged to take part in extracurricular activities like conferences/workshops/technical events/various clubs. Students are part of Editorial Board of College/department magazines.

File Description	Documents
Paste link for additional information	https://kcwasr.org/pdf/Building%20Details%20Block%20wise%20and%20Equiptments%20Department%20Wise%20final.pdf
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1432	75

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The Institute has conducted various student centric activities at UG and PG level to improve quality of teaching- learning methods. KCW is mindful to encourage its teachers to select the pedagogy wisely which will properly support a particular learning outcome. Different student-centric techniques such as experiential learning, participative learning and problem solving methodologies, depending on the curriculum are promoted and implemented. This includes group discussions, case study analyses, role-plays, experiential exercises, seminars, presentations, projects, exhibitions, industrial internships and field excursions. Students undergo practical training in relevant domain during UG/PG program. Each student conducts experiments

individually/ in group to familiarize with practical aspects. Further, practical based assignments are given in some courses. Students present case studies through reports, power point presentations, and program implementation procedures. To broaden their technical expertise and enhance their academic experience, students are encouraged to take part in interuniversity contests, entrepreneurship awareness programmes, and events. Students are allowed to participate in various training programmes by conducting special hands-on training sessions at the department level. Problem-solving methodologies are adopted in every semester by incorporating tutorials, quizzes, case study analyses, seminars, and Focus Group Discussions (FGDs).

File Description	Documents
Upload any additional information	View File
Link for additional information	https://kcwasr.org/pdf/KCW%20Prospectus%20 2022-2023_compressed%20(1).pdf

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

ICT tools refer to a wide range of technologies that are used to facilitate communication, access / process information and support teaching and learning. In order to facilitate successful teaching and learning, ICT enabled classrooms have LCD/LED, Wi-Fi, projectors, printers, computers/laptops, smart boards, language labs, e-learning materials, video competence, etc. Institution encourages both, students and staff to use PowerPoint presentations during classwork/seminars. The institutional e-learning contains videos created by the teachers that are uploaded on the website under e-Learning section. Faculties prepare online quiz on Google Classroom/Kahoot! etc after the completion of syllabus. In addition, the institution has a fully equipped incubation centre, instrumentation facility, computer labs and a Functional English Language lab. Teachers also prepare e-modules on important topics, which are available on the ERP website. WhatsApp groups of individual classes have been created to communicate, make announcements, address queries and share information. It also allows teachers to maintain an interactive /direct association with students. Various other innovative methodologies and online resources are used by teachers like e-Pathshala, ePGPathshala, Shodhganga, eGyanKosh, SWAYAM, MOOCs, e-books available in college digital library etc. Conference/Seminar

rooms are digitally geared up wherein visitor lectures, professional talks and diverse competitions are organised for students.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

75

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

75

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

25

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

406

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

At the commencement of each session, a course assessment plan is discussed and proposed by each department as per GNDU Guidelines. Students are apprised of demarcation of internal assessment and various examinations. Examination committee provides time table for summative exam each semester which is included in annual calendar. The date-sheet for the Mid-Semester Tests is displayed a week before the commencement of the tests. Students are duly informed about the syllabus for tests. In addition, extensive revision is carried out to clear their doubts/uncertainties. At the department-level, seminars/presentations, assignments/viva-voce, quiz, class attendance, class participation, conduct of students in class etc. are stipulated as a part of the semester. Remedial classesand Improvement tests are held after the Mid-

Semester examinations for slow learners to help improve their academic performance. There is complete transparency in internal examination grievances. The institute has an Examination Committee, which looks into the matters regarding university /internal examinations. In case of university examination, grievances of the students such as incorrect entry of marks, queries related to subject codes/programs, wrong entries in names, hall tickets, absenteeism etc. are addressed in stipulated time. The students have easy access to teachers and college authorities for resolution of their doubts and grievances.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://kcwasr.org/pdf/link%20for%20additional%20information2.5.1.docx.pdf

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

To ensure transparent, time-bound and efficient mechanism to deal with internal examination related grievances, the principal appoints an examination coordinator. The college strictly follows the rules and guidelines of affiliating university for the conduct of examinations (both Internal and External).

The examination-schedule, evaluation-criteria and syllabus for courses are communicated to students well in advance by displaying on notice boards of respective departments. Grievances related to evaluation, as requested by the students, are sorted initially by the subject-teacher, in case the student is still unsatisfied, she can contact the HOD, and coordinator of examination. Principal is the highest authority to resolve any examination related issue at internal level.

As far as internal assessment of project work/seminars are concerned the students are informed well in advance regarding the requisite formalities of submission as well as deadlines for completion of the various stages of projects by displaying information on information corner of college or through respective whatsapp groups. Any grievance related to project work or seminars is resolved in the presence of HOD and concerned teacher. The external examinations are conducted by affiliating university and grievances related to setting of question paper are reported immediately to controller examination GNDU on same day.

File Description	Documents
Any additional information	View File
Link for additional information	https://kcwasr.org/pdf/link%20for%20additional%20information2.5.1.docx.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

OBE paradigm gives direction, purpose and focus to the students as well asto the faculty.After a thorough discussion in Departmental meetings, clearly defined Programme and Course Outcomes for all programmes offered by the college are displayed on the college website and department notice boards. This help the students select their desired course and learning results. Students are apprised of their courses' targeted outcomes by initiation at the College Induction Programme, regular interaction with teachers, mentorship sessions and regularly updated information through notice boards. Students are also apprised of the syllabi and course outcomes in each course and the assessment strategy during classroom interaction at the beginning of the session. The syllabus is allocated to individual teachers whoare responsible for monitoring programme and course outcomes via the conduct of internal tests,examinations, practicals, seminar and other methods including project, field visits etc.The faculty is made aware of the expected course outcomes by means of regularly held departmental and staff meetings as well as Orientation Programmes, Refresher Courses, Guest lectures and FDP's. The IQAC cell of the institute has developed a mechanism, which stands out for its excellent integration of subjective observation and objective evaluation of students' performance.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://kcwasr.org/pdf/CoursesProgramOutcome.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The institution adheres to the syllabus, designed by the GNDU, which has well-defined objectives, identifying the skills/concepts/knowledge or graduate attributes expected to be acquired by the student by the end of each course. The institution has adopted several mechanisms to communicate Programme Outcomes, Programme Specific Outcomes and Course Outcomes to its stakeholders.The implementation of the syllabi and the process of evaluation are monitored by the respective departments, IQAC, the Principal and Governing Council.The institute conducts its evaluation in various ways before organizing various activities to achieve the desired outcomes.

Formative Evaluation: As a piece of the constant assessment, measured through homework, unit tests, surprise tests, seminars, projects, group discussions and other activities are conducted.Assignments and seminar topics necessitate exposure to additional learning sources. These topics arechosen in such a way that students will find their answers from good learning resources and understand theexpected objective of the given problem.

Summative Evaluation: Summative assessments are judged based on students' performance in MST and University Examinations. This includes evaluation in the theory and practical examinations. The teachers also evaluate the students' growth and performance through interactions in the classroom, sessions with questions and answers, individual counseling, etc.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://kcwasr.org/pdf/Link%20for%20add%20info.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

327

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://kcwasr.org/pdf/Final%20Annual%20report%20KCW.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://kcwasr.org/pdf/2.6.2%20FA.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

00

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

2

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

00

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Innovation Cell

The Institution operates under the direction of the MHRD's Innovation Cell, which fosters innovative ideas through activities like entrepreneurship workshops, seminars, lectures, and orientation sessions. KCW IIC has been awarded 3.5 stars and is the second highest Golden star winner among all the institutes across the country.

Skill Development Centre

It offers certificate and skill-oriented vocational courses, including B.Voc in Fashion Designing, RM & IT, Diet & Nutrition, Information Technology & Taxation law to increase the employability prospects of students. The college also offers courses under Jagat Guru Nanak Dev Punjab State Open University Patiala.

Incubation Cell

TheDepartmentsofFashionDesigningandCosmetologyofferadviceandassistanceto studentsin startingtheirownbusinesses.

Research Committee

Research committee hosts a number of lectures, workshops & seminars at National & International Level.

E-media Centre

The college's E-media centre aids in the creation of electronic content. As part of visual oriented learning, movies and videos related to subjects are shown.

IPR and Entrepreneurship Development Committee

To stimulate growth of innovation and entrepreneurship among students, College conducts IPR/EDC related seminars/workshops.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kcwasr.org/pdf/Proofs%20AQAR%203.2.1%202022-23.pdf

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

66

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	https://kcwasr.org/page/150
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

27

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

168

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The college conducts a lot of outreach initiatives through NSS, NCC, and various committees to educate students about social welfare issues and community needs. Students of our college actively engage in volunteer work that benefits their entire growth.

A special seven-day camp is held by NSS in a nearby adopted village, and volunteers from NSS participate in a number of activities to address social issues such as cleanliness, tree planting, saving girl children, environmental awareness, women's empowerment, national integrity, blood donation camps, health check-up camps, road safety awareness, Ekta Diwas, and the Swachhta Abhiyan, among others.

The college's NCC unit aspires to foster values such as selflessness, leadership, patriotism, preserving order, character development, and a spirit of adventure.

The various college committees are aware of their duties in educating students about social concerns through various programmes like Personal Health and Hygiene, Diet Awareness, Voters Awareness, etc. in order to help students become responsible citizens of the nation.

All of the aforementioned activities have a good effect on youngsters and help them build leadership abilities, relationships with other students in the community, and self-assurance. Additionally, it has aided in developing their personalities and raising awareness among them.

File Description	Documents
Paste link for additional information	http://kcwasr.org/page/88
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

30

File Description	Documents
Any additional information	[View File](#)
Number of awards for extension activities in last 5 year (Data Template)	[View File](#)
e-copy of the award letters	[View File](#)

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

104

File Description	Documents
Reports of the event organized	[View File](#)
Any additional information	[View File](#)
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	[View File](#)

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

1400

File Description	Documents
Report of the event	[View File](#)
Any additional information	[View File](#)
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	[View File](#)

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

20

File Description	Documents
e-copies of related Document	[View File](#)
Any additional information	[View File](#)
Details of Collaborative activities with institutions/industries for research, Faculty	[View File](#)

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

30

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	[View File](#)
Any additional information	[View File](#)
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	[View File](#)

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Khalsa College for Women, Amritsar was established in 1968 under the aegis of Khalsa College Charitable Society, Amritsar. The campus spreads over 27164 square meters land with spectacular

ambience.

The institution ensures adequate availability and optimal utilization of physical infrastructure as it is linked to the mission of our college. The college has an elegant infrastructure with six distinctive blocks. (Administrative, Computer Science, Fashion Designing, Arts, Commerce and Fine Arts block).

Furthermore, the college features 72 well-furnished classrooms equipped with a subsequent supply of fans and lighting systems. Adequate numbers of computers are installed in all the departments and can also be shared as per the requirement. The college has a 6304 square feet central computerized library, having almost 26168 books in English, Hindi and Punjabi language. The facility of e-books is also available in the college library. All the faculty members are catered with an individual login to access the NLIST portal.

Efficacious curriculum execution has been ensured through proper infrastructure, with well-organized and fully furnished labs. Various departments categorized as Computer Science, Commerce, Sciences, Fashion designing, Cosmetology, English and Home Science have 35 laboratories for the students to perform all the prescribed experiments.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://kcwasr.org/pdf/Additional%20Information%20Final-1.pdf

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The college has a spacious, well-ventilated and well-furnished auditorium widely stretched across 12000 square feet of covered area. The auditorium is equipped with a pleasing acoustic system and a seating capacity of 1000 persons for conducting youth festivals and other cultural activities, which offers a rostrum for students to showcase their extraordinary talent.

A seminar hall with capacity of 50 persons and a conference hall with capacity of 120 persons, equipped with latest audio-visual/ ICT devices for conducting seminars, conferences and workshops,

guest lectures, and for academic purposes. Hostel facility with 110 rooms, is obtainable within the college campus both for under-graduate and post-graduate students. The old hostel building embraces 70 rooms and new building with 40 rooms. The College playground has volley ball court, an athletic track, track for high and long jump, and soft ball court, badminton court whereas the cricket ground, boxing ring and swimming pool are the facilities shared with sister institute. The yoga related activities are performed timely in open grounds of the campus. The gym area for girls spans over 600 square ft approximately. There is also a provision of recording studio and TV channel for live telecast of important events of the institute.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://kcwasr.org/pdf/Additional%20Information%20Final-1.pdf

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

18

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.kcwasr.org/page/46
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

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

16.90007

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Mata Sahib Kaur Library is the soul of the institution. It acquires, processes, preserves, and disseminates information to the users with the motto of empowering knowledge. The library of Khalsa College for Women, Amritsar has a partially automated library management software, E-governance, which was automated in the year 2015. This ILMS software manages the catalogue of the library and helps to keep the records of transactions of the books available in the library.

The library consists of a Reference Section, Circulation Section, and Periodical Section. The college library is enriched with all the textual and E-resources of education. The college has subscribed to INFLIBNET which gives us easy access to 6000+ e-journals and 641 e-books on N-list. These e-resources are easily accessible to both the teachers and the students. The college library comprises of 26,587 books, 18 Journals, 16 magazines, 4 newspapers, 168 dictionaries, and 47 newspapers. The college library also contains a digital repository of syllabi, previous year question paper sets, e-dissertations, e-abstracts, online open access resources, competitive exam resources, etc. The library has a Book Bank for lending books to economically deprived students for the entire semester.

The Library Advisory Committee consisting of the College Principal, Librarian, two faculty members, representative students, and library attendant is also there to discuss various issues of the library i.e. upgrading of material collection such as the purchase of new books, technical issues related to computers, library software, and internet services. etc.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://kcwasr.org/pdf/ILMS%20Final%2026dec22.pdf

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

1.0534

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

44.56

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The college prides itself on its well-developed and highly secure IT infrastructure, encompassing a comprehensive range of hardware, software, and internet facilities. To effectively cater to the needs of students and faculty members across various disciplines, the campus is equipped with 261 computers and boasts a bandwidth of 50mbps.

The classrooms, labs and seminar halls are fully equipped with 10 projectors, 6 Smart LEDs and 8 smart boards, enabling interactive and ICT-based educational processes. Additionally, the availability of 15 printers, 15 tablets, 10 web cameras, 1 photocopier, and 12 wireless routers ensures uninterrupted internet service throughout the campus.

Recognising the importance of digital resources for academic and research pursuits, the college library is equipped with e-learning resources and a range of licensed software, including Turbo and SPSS 20. These resources serve the diverse academic needs of students.

Furthermore, the college boasts a well-implemented auditorium with plug-and-play facilities, providing an ideal venue for seminars and cultural activities. Moreover, the presence of an adequate number of CCTV cameras in classrooms, hostels, library, and college entrances ensures overall safety and security on campus.

Overall, the college has established a remarkable learning environment, fostering growth and innovation for all its members.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kcwasr.org/pdf/BILLS%20%20for%20IT%20INFRASTRUCTURE%20(2022-23).pdf

4.3.2 - Number of Computers

261

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution	A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

203.49297

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

To ensure proper maintenance of infrastructure, the management makes proper policies and plans to manage the physical, academic, and support facilities of theinstitution. Each year, both on- and off-campus facilities are reviewed, and steps are taken for general maintenance and upgrading to maintain and enhance the facilities. The duty is delegated to the qualified staff by the principal. A central timetable is created so that facilities and classrooms are used to the fullest extent possible. To provide better service to the stakeholders and their fulfillment, advanced facilities are added as and when necessary. The library has complete automation. To save time, book lending and borrowing are done electronically. The Physical Education department is responsible for maintaining the college's sporting facilities and equipment. Annual stock checks are performed, and stock books are maintained by the different departments. Weeding old books, binding, pest control, and other maintenance measures are undertaken periodically.When necessary, contracts are used to maintain the physical infrastructure and equipment as needed. The skilled non-teaching staff takes care of the upkeep of electrical equipment. Any significant repairs are made by experts from outside the college. The campus is safe for students and is monitored by CCTV.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kcwasr.org/pdf/Adobe%20Scan%208%20Dec%202023%20(3)2223.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

157

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

931

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above

File Description	Documents
Link to Institutional website	https://www.kcwasr.org/news.php
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

1373

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

1373

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - 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
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

117

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

53

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

`10`

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

`38`

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

`The Student Council is a forum where the students cumulatively experience the connect between their formal learning and its application in real life situations. It provides opportunity to`

develop leadership skills by proactively participating in all learning processes and also to sensitize students towards the community welfare. The Student Council ensures adherence to student code of conduct thereby providing a safe and conducive environment for learning. Realising this motive, the student council of KCW is the voice of the students to the administration and vice versa. It is a democratic support system for holistic development of the students and it works in consonance with the respective departments/clubs /groups of the college. An implicit view behind the constitution of students' council in our college is also to improve the quality of higher education. The main objectives of the student council are:-

1. To inculcate among the students the vision and mission of the college.

2. To promote an environment for healthy and effective use of student facilities.

3. To foster communication among students, administrators, staff, and the community.

4. To provide a platform where the students can showcase their talent without hesitation.

5. To promote friendship and respect among pupils.

6. To support the management and staff in the development of the college.

7. To represent the views of the students on matters of general concern to them.

8. Student Council also assists in organising and developing sports and cultural activities within the college, including, for example, sports days and drama or musical events.

File Description	Documents
Paste link for additional information	https://www.kcwasr.org/page/80
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

14

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Alumni Association of Khalsa College for Women is the registered alumni body which was registered on March 29, 2022. This association has been actively working since 2011. The member signatories have unanimously elected the members of General Body and Governing Body. Dr Sharanjeet Kaur has been elected as the president of the association. All alumni feel proud and often want to stay connected to their alma mater. They also help future generations of alumni have the same opportunities and positive experiences as they had. Alumni Association of the college adopts a number of ways to pay back to their institution which includes gifts, endowments and volunteer opportunities. Alumni association pays back by keeping the legacy going and ensuring that the future generation of the students have the wider opportunities to pursue quality higher education. The alumni are able to provide real-world connection to the college. Another major visible activity of the alumni is providing financial help to the college. Financial assistance can be of any size and can be either directed towards a specific activity or to support a range of activities. Some of the notable alumni of Khalsa College for Women are Sunanda Sharma, playback singer and actress; Khushbir Kaur, International Athletics player; Navjeet Kaur, International Athletics player and Sandeep Kaur, Intelligence Bureau in Punjab Police

File Description	Documents
Paste link for additional information	https://www.kcwasr.org/page/43
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision

Our vision is to identify, incorporate and foster all the effective strategies that help in students' holistic and multidisciplinary development while continuously upgrading the pedagogic skills of the teachers. Our focus is to provide need based, skill based and value based education to the students in order to enhance their employability skills and make them globally competent through their comprehensive excellence.

Mission

- To develop intellectual curiosity, creativity, critical thinking, problem solving ability, scientific temper and team work among the students and to make them confident, committed and communicative individuals.
- To promote the multidisciplinary approach of National Education Policy 2020, sustain quality in teaching-learning and research, and encourage industry-academia collaboration.
- To inculcate ethical, moral and environmental values in the students & mold them as intellectually competent, psychologically integrated, morally upright and responsible citizens.
- To emphasize on optimal use of technological advancement, innovations and on effective use of ICT to meet the

requirements of high-tech 21st century world.

The management and principal of the institution work together to ensure that the guidelines and strategies decided upon in the Governing Council and IQAC meetings of the college are thorough and consistent withthe visionand mission of thecollege.

File Description	Documents
Paste link for additional information	https://www.kcwasr.org/mv.php
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The institution believes that efficiency comes through decentralization and participative management. Therefore, various departments of the college are given autonomy in various respects. For efficient and veracious decision making, college adopts the principle of segregation and division of work to various committees such as Admission Committee, Purchase Committee, Student Welfare Committee, Career Counseling and Placement Cell, etc. These committees are reformulated on annual basis. The principal and staff members are deputed in each of these committees. All these committees have well defined functions and are given autonomy to run their activities according to the need.

CASE STUDY

Visit of NAAC Peer Team

One of the example of decentralization and participative management is the preparation of NAAC Peer Team visit in May 2022-23.All the stakeholders of the college were divided into various committees and were assigned different duties that were supervised by Principal and IQAC for the smooth conduct of the visit. Some of the duties assigned to committees constituted to oversee the preparation and arrangement of visit were: Maintenance of Discipline, Preparation of Seminar Hall, Videography, Preparation of Conference Hall, Auditorium Setting, conduct of cultural Evening and Meeting with parents, Alumni, Teaching and Non-teaching staff etc.

File Description	Documents
Paste link for additional information	https://kcwasr.org/pdf/DUTY%20LIST_merged.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college believes in setting up goals and then putting continuous efforts in achieving them. One of them is to explore the scope for Industry academia collaborations and innovation/ entrepreneurship for students. In order to establish institute-industry interface, the Institute has signed many MOU's with various professional and social bodies. The college is also working towards increasing global footprints by entering into foreign collaborations. The college has already signed two MOU's with foreign bodies. Various collaborative activities for research, faculty exchange, student exchange, field trips, on-the-job training and internships are carried out in the institution for the professional growth of students and faculty. The college has applied for autonomous status to the UGC so that will enable us to determine and prescribe our course of study and syllabi, restructure and redesign the courses to suit local and global needs. In 2019, KCW started with Institution's Innovation Council (IIC) program launched by MHRD whose main focus is to encourage and engage large number of faculty and students in various innovation related activities and until date has conducted several programs and schemes such as Hackathons, Innovation contests, Toycathon etc.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://kcwasr.org/pdf/strategic%20perspective%20plan.pdf
Upload any additional information	View File

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.

Khalsa College for Women, Amritsar has a well-defined organizational structure. The office of the Principal plays a vital role in the internal administration with the assistance of teaching and non-teaching staff. The Governing Council is responsible for the appointment of Principal, teaching and non-teaching staff. The Principal functions in co-ordination with Governing Council to frame and implement policies for smooth and progressive functioning of the institution. The Principal is assisted by Heads of the departments and faculty members. For the official matters, there are senior and junior accountants, clerks, and support staff. Different committees are constituted for quality administration such as Anti Ragging Committee, Discipline Committee, Purchase Committee, Red Ribbon Club, Discipline Committee etc. Staff members have been designated as coordinators or members of various committees and cells. Students are also involved as active members of the committees and cells.

Appointment, Promotional and Service Rules: The institution follows the rules and regulations as delineated by the Director Public Instructions (Colleges) Government of Punjab and also by Guru Nanak Dev University, Amritsar to which college is affiliated. However, the institution has its own promotion policies for appointment of faculty on temporary basis.

File Description	Documents
Paste link for additional information	http://kcwasr.org/pdf/6.2.1%20service%20rulesaqar2122.pdf
Link to Organogram of the institution webpage	https://kcwasr.org/pdf/organogramssr2122.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Effective Welfare measures for Teaching and Non-Teaching staff are:

- **Provision of different types of leaves like casual leaves, duty leaves, medical leaves,earned leaves and maternity leaves permissible as per rules.**

- **Well-equipped and well-furnished staffroom for teaching staff and office cabins for non- teaching staff.**

- **Fee concession to the children of faculty and other staff members.**

- **Loan against General Provident Fund.**

- **ESI**

- **EPF, Gratuity, leave encashment at the time of superannuation.**

- **Beauty care and cosmetology services at concessional prices to the staff.**

- **Fitness Centre (GYM).**

- **Gurudwara Sahib.**

- **Permission to enhance one's educational qualification through higher studies, training program etc.**
- **Wi-Fi facility.**

- **Canteen with variety of food items.**
- **Two-wheeler and Four-wheeler Parking facility.**

- **Provision of meals at subsidized rates for the staff from the Hostel mess.**

- **Uniform for class IV employees.**

- **Shared swimming pool facility inside the main campus.**

- **Subsidized agricultural and dairy products at reasonable rates to the staff.**

- **Medical facility through a shared Medical Dispensary, Physiotherapy OPD and Diagnostic lab (inside the main campus).**

- **Shared Guest House, Staff quarters for outstation faculty and supporting faculty inside the main campus.**

- **Shared PNB e- lobby and ATM inside main campus.**
- **Best Teacher and Best Researcher Award by Khalsa College Governing Council.**

File Description	Documents
Paste link for additional information	http://kcwasr.org/pdf/welfare%20measures%20proofsaqar2122.pdf
Upload any additional information	View File

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

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

2

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

11

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

28

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff
Every year each faculty member has to fill a self-appraisal form which is evaluated by principal and by the management. This form evaluates the performance of a faculty member based on various determinants such as their academic qualification, teaching and evaluation duties performed by them such as paper setting and invigilation, research projects carried out by them, papers presented or published by them in various conferences, seminars or journals, workshops attended etc. Besides academics, the institution also undertakes a wide range of activities for which faculty members are assigned additional duties and responsibilities. The Institution also accords appropriate weightage to these contributions in the overall assessment of the faculty member. The reward for the better performing employees of the permanent teaching staff are monetary benefits such as annual increments and multiple increments (such as those for M. Phil and PhD), and promotion to next grades as the conditions permit. This done in accordance with affiliating University guidelines, UGC recommendations and the state government policies. Each member of the non-teaching staff is assigned a specific set of duties and responsibilities. Their Performance appraisal is based on the competence, attainment and quality of the work performed.

File Description	Documents
Paste link for additional information	Link: http://kcwasr.org/pdf/pbasaqar2122.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization	

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

A crucial component of the financial management system's operation is auditing. The college has both an internal and external audit mechanism in place to make sure that money is used wisely and that financial accountability is maintained. The organization is linked to its own administration through an online financial data system. The college has designated a member of the teaching staff as the Bursar, whose job it is to verify and initial bills and other pertinent documents once the corresponding accountant has done so. The internal auditor that the management has hired conducts an internal audit. When he and his staff visit the college, they verify bills, receipts, cash books, and other account records to ensure they are accurate. In addition, a chartered accountant regularly audits the institute's financial records in accordance with government regulations. The Charted Accountant audits the financial statements and submits audited financial statements with audit reports in every financial year to the institution .Utilization of funds received from funding agencies are also audited by Chartered Accountant and duly audited Utilization Certificates are sent to respective funding agencies. External audit is carried out by Statuary auditors appointed by the DPI Colleges and Indian Audit and Accounts Department.

File Description	Documents
Paste link for additional information	https://kcwasr.org/pdf/audited%20financial%20statements%20(1).pdf
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

78,85849

File Description	Documents
Annual statements of accounts	[View File](#)
Any additional information	[View File](#)
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	[View File](#)

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Efficacy of governance depends upon the ability to mobilize funds and put resources to optimum use.

Following strategies are adopted for fund mobilization

- **The college is under grant-in-aid scheme and gets financial support from government of Punjab for covered posts.**

- **Fees obtained from self-financing courses enable the institute to meet other expenditures such as salaries of uncovered and adhoc staff.**

- **The college also receives funds from other funding agencies like ICSSR, UGC etc.**

- **Another source of funds is donation by the philanthropists and alumni of the institution.**

- **The college offers its infrastructure to various agencies for conducting their recruitment exams.**

- **Apart from this, college also offers consultancy services to various sectors.**

- **Department of Cosmetology provides beauty services to college teachers at nominal rates.**

Expenditure Strategy

Every year annual budget is prepared well in advance as per the needs and requirements of the college. Any committee or department undergoing some necessary expenditure is required to seek a prior sanction for the same from the Principal. The amount is allowed and bills are submitted to the office when the expenditure is met.

For meeting larger expenses, quotations are called and the purchase committee chooses the best possible quality at affordable price.

File Description	Documents
Paste link for additional information	https://kcwasr.org/pdf/audited%20financial%20statements%20(1).pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Best Practices institutionalized under IQAC initiatives are:

Feedback from the different stakeholders:

The institution adopts a well-defined and formal feedback system to collect feedback from different stakeholders including students, parents, alumni, employers and faculty of the college. The data thus collected is analyzed and the report is presented to the Principal and IQAC to evaluate and take the corrective measures. Feedback regarding the curriculum is forwarded to the teachers who are the members of different bodies at University level. They discuss the feedback in their respective meetings at University which helps to enrich the curriculum. Thus the college maintains a quality consistence and quality enhancement in overall education experirence.

To promote Research Environment:

To promote research environment in the college, Research Development Cell has been established in the college which publishes a Journal and a book on regular basis. Faculty members are encouraged to pursue higher studies like M.Phil and Ph.D and are motivated to present/publish papers in Journals of repute. They are also encouraged to take up UGC minor and major research projects and also to organize and attend Conferences/Seminars/Workshops and FDPs to enhance innovative thinking. They also participate in Refresher/ Orientation/Induction training programs for their career enhancement.

File Description	Documents
Paste link for additional information	https://kcwasr.org/pdf/6.5.1%20FEEDBACK%20SYSTEM2223.pdf
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Teaching-learning reforms brought about by IQAC:

Student Centric Teaching Learning Process

College issues its Annual/Academic Calendar and plans all the academic and curricular activities accordingly. Students are informed about Programme/Course outcomes and are given curriculum planning. Mid-term tests are conducted to evaluate the performance of students and additional assistance is provided to slow learners through remedial teaching and bridge courses to improve the results.

Teachers follow student centric approach for enhanced learning such as experiential learning, participative learning and problem solving methodologies including presentations, group discussions, quizzes, lab sessions, flipped learning, internships, field visits and projects/assignments etc. Seminars, webinars, workshops, extension activities are organized by the college to provide mentoring sessions to the students. College has signed MOU's with National/International institutions to provide training to the students.

ICT in Teaching Learning Process: Faculty uses ICT enabled smart classrooms, LCD projectors, digitalized library, audio-video tools, collaborative learning to enhance teaching-learning process. Virtual platforms like Google Classroom, Google Meet/ Zoom, YouTube, Whatsapp are used to incorporate the model of blended learning. Besides, faculty members use online MOOC platforms such as NPTEL, SWAYAM etc., to provide e-content to the students. Students are also encouraged to use e-library and e-journals for their learning.

File Description	Documents
Paste link for additional information	https://kcwasr.org/pdf/CoursesProgramOutcome.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.kcwasr.org/page/38
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Since its establishment in 1968, Khalsa College for Women has steadfastly dedicated itself to the empowerment of women. Affiliated with Guru Nanak Dev University, Amritsar, the college incorporates a comprehensive exploration of gender-related subjects into its diverse range of courses. Actively engaging in sensitization initiatives, the institution addresses critical issues such as the declining sex ratio, women's health, legal rights, entrepreneurship, financial independence, and self-defense skills for emergency situations.

Commitment to women's safety is evident in the establishment of various committees and cells, including the Anti-Ragging Cell, Grievance Redressal Cell, and Protection of Girl Child Society. The college supports the socio-economic well-being of its students by providing concessions and scholarships to those in need, fostering self-dependence.

As a vibrant hub of intellectual discourse, Khalsa College for Women hosts seminars, conferences, campaigns, competitions, and programs that tackle the pivotal issue of gender equity. Recognizing the multifaceted needs of its community, the college has established a dedicated Day Care Centre, operational on days when staff members work extended hours, exemplifying its commitment to holistic support and empowerment. Khalsa College for Women stands as a beacon for women's independence and societal enlightenment.

File Description	Documents
Annual gender sensitization action plan	https://kcwasr.org/pdf/7.1.1%20Annual%20Gender%20Sesitization%20Action%20Plan.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://kcwasr.org/pdf/7.1.1%20Specific%20facilities%20provided%20for%20womenindex.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**A. 4 or All of the above**

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Degradable and Non-Degradable Waste Management

The institution is committed to the cause of environmental sustainability and consciously makes efforts for the same. We close adhere to the three R's of waste management: reduce, reuse, and recycle.

1) Solid waste management: Kitchen waste from the hostels, canteens is separated at the source and delivered to the solid waste management unit for processing. Vermi-composting unit is active in the college to decompose degradable waste into organic manure. This manure is then used to nourish the college plants.

2) Liquid waste management: The College has an installed rain water harvesting system to recharge the depleting ground water. Waste water from the AC and ROs is also collected in buckets and used for watering the plants and sweeping floor.

3) Bio medical waste management: Waste from the various labs is kept in red dustbin, and duly disposed of as per norms.

4) E-waste management: E-waste and defective items from computer labs are being stored properly. The institution has decided to contact approved e –waste in a scientific manner.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	**A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. **Restricted entry of automobiles** 2. **Use of bicycles/ Battery-powered vehicles** 3. **Pedestrian-friendly pathways** 4. **Ban on use of plastic** 5. **Landscaping**	**A. Any 4 or All of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**A. Any 4 or all of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage	**A. Any 4 or all of the above**

including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

KCW strives to provide its students with an inclusive environment in order to deliver value education. The institute is based on principles of sikhism which teaches equality, social justice and service to humanity. KCW is free from discrimination on the basis of caste, creed, culture and race. The institution believes in equality of all the cultures and traditions as is evident from the fact that the students belonging to different backgrounds study here. Institute plays an effective role as a catalyst to maintain peace and bring national harmony. Cultural and regional activities like Diwali Celebration, Holi Celebration, Raksha Bandhan Celebration, Independence Day Celebration, Republic Day Celebration, take place every year with great enthusiasm. In addition, regional activities are also performed annually with great fervor which includes festivals like Basant Panchami Celebration, Lohri Celebration, Ardaas Diwas Celebration, Procession to Golden Temple and many more. The college organizes various seminars, lectures and workshops to bring tolerance and harmony towards cultural, regional, linguistic, communal socio-economic and other diversities. This also creates the inclusive environment in the college and society.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Faculty members are constantly conscious of their duty to the community. Students at the college regularly engage in class debates regarding their constitutional obligations. Besides this the college inculcates these values in its students by organizing seminars, lectures and workshops to sensitize students and employees. Divinity exams and essay writing competitions are conducted every year. Oath taking ceremonies on swachh Bharat Abhiyan, Sadhbhawana divas etc. are celebrated to inculcate the value of fraternity, equality and peace among students. The NCC, NSS , Red Ribbon club and Anti Ragging etc. have been working towards creating sensitization among students. Electoral Literacy Club of Khalsa College for Women Amritsar organised a seminar on "The Importance of votes in democracy under Sveep Action plan 2021"and also conducted an Election Awareness rally to spread awareness among the local residents regarding the importance of voting through the means of slogans. The NSS unit organized the Seminar on "Road Safety and Traffic Awareness to benefit the society on a long run. Every year the college celebrates 26th day of November as 'Constitution Day' to promote Constitution values among citizens.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://kcwasr.org/pdf/7.1.9%20file202223.pdf
Any other relevant information	https://kcwasr.org/pdf/7.1.9%20other%20relevant202223.pdf

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts	**A. All of the above**

periodic 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   4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

In Punjab, KCW stands as one of the foremost centers of distinction."To be pure," "to be clear," or "to be liberated" is what Khalsa signifies. Institution is free from discrimination on the basis of any caste, creed, culture and race. The institution always celebrates national and international commemorative days, events and festivals to promote unity, integrity, harmony, and effective socialization, and relationship among the students and the staff. Celebration of cultural and constitutional festivals is an integral part of college's cocurricular activities. The academic calendar, brimming with important events shows great enthusiasm of this institution in celebrating many national and international days like Republic Day, Constitution Day and National Youth Day. In addition, NSS cell of the institution organizes many seminars and lectures on mental and physical well-being, tree plantation and many more. Along with this, International days and commemorative events like World AIDS Day, Rashtriya Ekta Diwas, National Girl Child Day, International Yoga Day and Sports Day were also celebrated to keep the students fit. The events and festivals organized at the college are often celebrated with great pomp and gaiety.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

First best practice successfully implemented by the Institution.

1. **Title of the First Best Practice: Scholarships and Free-Ships to the Needy Students**

2. **Objectives of the Practice: To empower student's career and academic goals by providing financial assistance to the deserving students.**

3. **The Context: The majority of the students studying in the college belong to the economically weaker section of the society. From time to time the students are informed about the scholarships provided by govt. and non govt. agencies. The Scholarship Committee guides them to apply for the same.**

4. **The Practice: The aim of the New Education Policy is to make education accessible to all, irrespective of candidate's caste, creed, or race. The college makes sure that no student is deprived of education due to financial constraints.**

5. **Evidence of success: There is a constant progression in the number of students availing scholarships. At present, nearly forty percent of our students are getting financial assistance under various scholarship schemes.**

6. **Problems encountered and resources required: The main problem faced in the process of scholarships was to find and approach non-government organizations who are dedicated to the cause of education and ready to contribute funds for the**

education of the students.

File Description	Documents
Best practices in the Institutional website	https://kcwasr.org/pdf/7.2%20Best%20practices%20in%20the%20Institutional%20website.pdf
Any other relevant information	https://kcwasr.org/pdf/7.2%20Any%20other%20relevant%20information.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Our institution distinguishes itself through a unique and innovative approach, setting it apart from other educational establishments. The primary objective of the college is to foster the development and instill values in its students. To achieve this goal, the institution initiates "Ardas Diwas" at the beginning of each session, focusing on the cultivation of both academic and religious values among students. Additionally, a procession to the Golden Temple is organized on Guru Nanak's birthday.

Moreover, various exams such as Naitik Sikhya, Nishkaam Sikh Welfare, and Sikh Vihar Patrika are conducted to instill values in students. The institution firmly believes that college life is not solely about academics, sports, and friendships but also about imbibing ethics and values. This approach helps our students evolve into intellectuals, problem solvers, and catalysts for positive change.

Furthermore, students actively participate in performing kirtans at Gurudwara Sahib, aiming to disseminate the messages of secular humanism from Guru Sahib to the contemporary world. KCW is actively involved in professional and community service activities, contributing to the betterment of humanity in Amritsar and beyond.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

Here at KCW, our commitment lies in realizing a vision of delivering need based, skill based and value based education to the students in order to elevate their employability skills and make them globally competent through their comprehensive excellence. To foster a seamless integration of the teaching process with research, educators are actively encouraged to pursue doctoral studies. The college offers free counseling to students as one of the initiatives it has taken to assure their psychological wellbeing. The college has made progress towards holistic development of the students and assisting the entire fraternity in reaching their full potential.

The future plans of action for the next academic year are as follows:

- To provide Government and non-Government scholarships to the needy, deserving and meritorious students.

- To organize seminars on a range of topics at national and international levels.

- To proffer new diploma and certificate courses to the students.

- To motivate students to sign up for online courses through NPTEL and MOOC websites.

- To plan Inter college and Interschool competitions.

- To collaborate with agencies at National and International level for students benefit.

- To improve the educational infrastructure of the college, both in online and offline settings.

- To enhance infrastructural amenities including the construction of additional washrooms, a dedicated drinking

area for students, and the procurement of a new generator for the hostel.