



## **YEARLY STATUS REPORT - 2021-2022**

### **Part A**

#### **Data of the Institution**

##### **1.Name of the Institution**

**Sri Guru Teg Bahadur Khalsa  
College, Sri Anandpur Sahib**

- Name of the Head of the institution **Dr. Jasvir Singh**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone No. of the Principal **9417012430**
- Alternate phone No. **01887232037**
- Mobile No. (Principal) **9417012430**
- Registered e-mail ID (Principal) **sgtb321@gmail.com**
- Address **Sri Guru Teg Bahadur Khalsa  
College, Sri Anandpur Sahib,  
Distt.-Ropar, Pin Code-140118,  
Punjab**
- City/Town **Sri Anandpur Sahib**
- State/UT **Punjab**
- Pin Code **140118**

##### **2.Institutional status**

- Autonomous Status (Provide the date of conferment of Autonomy) **28/12/2018**
- Type of Institution **Co-education**

- Location **Rural**
- Financial Status **Grants-in aid**
- Name of the IQAC Co-ordinator/Director **Dr. Sangeet Kumar**
- Phone No. **8427822077**
- Mobile No: **8427822077**
- IQAC e-mail ID **iqacsgtbkc@gmail.com**

**3.Website address (Web link of the AQAR (Previous Academic Year))** <https://sgtbcollege.org.in/IQAC.aspx?IQAC=3&Year=54>

**4.Was the Academic Calendar prepared for that year?** **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: <https://www.sgtbcollege.org.in/IQAC.aspx?IQAC=11&Year=48>

### 5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 2</b>	<b>A</b>	<b>3.01</b>	<b>2015</b>	<b>04/12/2018</b>	<b>31/12/2024</b>

**6.Date of Establishment of IQAC** **10/07/2006**

**7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?**

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
Sri Guru Teg Bahadur Khalsa College, Sri Anandpur Sahib	DBT Star College Status	Department of Biotechnology, Ministry of Science & Technology, GoI	26/03/2022	12300000
Dr. Deep Shikha (PI) and Dr. Vimal Mehta (Co-PI), Department of Physics	Research Project	UGC-DAE-CSR	31/03/2022	228120
Dr. Deep Shikha (PI) and Dr. Vimal Mehta (Co-PI), Department of Physics	Research Project	DAE-BRNS	13/12/2021	136590

**8. Provide details regarding the composition of the IQAC:**

- Upload the latest notification regarding the composition of the IQAC by the HEI [View File](#)

**9. No. of IQAC meetings held during the year 4**

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

- If No, please upload the minutes of the meeting(s) and Action Taken Report **No File Uploaded**

**10. Did IQAC receive funding from any No**

**funding agency to support its activities during the year?**

- If yes, mention the amount

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

Applied for and achieved Star College Status from Department of Biotechnology, Ministry of Science and Technology, GoI.

Established Centralized Instruments Lab under DST-FIST scheme.

Various new Value-Added courses introduced for UG and PG students.

Essential measures have been taken to strengthen the Alumni Associate and Placement Cell.

Workshops have been organized for incorporating NEP 2020 from session 2022-23 and IPR & Patents.

**12. Plan of action chalked out by IQAC at 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
To apply for and to achieve DBT Star College Status	Applied for and achieved DBT Star College Status from Department of Biotechnology, Ministry of Science and Technology, GoI.
Promotion of Research	Established Centralized Instruments Lab under DST-FIST scheme. A workshop on IPR & Patents has been organized for the faculty members.
Introduction of Value Added Courses	Various new Value-Added courses introduced for UG and PG students.
Essential measures to be taken to strengthen the Alumni Association and Placement Cell	An Alumni meet was organized for Alumni.
Incorporation of National Education Policy 2020	A workshop has been organized for incorporating NEP 2020 from session 2022-23.

**13. Was the AQAR placed before the statutory body?** No

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
Nil	Nil

**14. Was the institutional data submitted to AISHE ?** Yes

- Year

**Part A****Data of the Institution**

<b>1.Name of the Institution</b>	Sri Guru Teg Bahadur Khalsa College, Sri Anandpur Sahib
• Name of the Head of the institution	Dr. Jasvir Singh
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	9417012430
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• Mobile No. (Principal)	9417012430
• Registered e-mail ID (Principal)	sgtb321@gmail.com
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• Pin Code	140118
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• Autonomous Status (Provide the date of conferment of Autonomy)	28/12/2018
• Type of Institution	Co-education
• Location	Rural
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• Name of the IQAC Co-ordinator/Director	Dr. Sangeet Kumar				
• Phone No.	8427822077				
• Mobile No:	8427822077				
• IQAC e-mail ID	iqacsgtbkc@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	<a href="https://sgtbcollege.org.in/IQAC.aspx?IQAC=3&amp;Year=54">https://sgtbcollege.org.in/IQAC.aspx?IQAC=3&amp;Year=54</a>				
4.Was the Academic Calendar prepared for that year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://www.sgtbcollege.org.in/IQAC.aspx?IQAC=11&amp;Year=48">https://www.sgtbcollege.org.in/IQAC.aspx?IQAC=11&amp;Year=48</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	A	3.01	2015	04/12/2018	31/12/2024
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**8. Provide details regarding the composition of the IQAC:**

<ul style="list-style-type: none"> <li>Upload the latest notification regarding the composition of the IQAC by the HEI</li> </ul>	<a href="#">View File</a>	
<b>9.No. of IQAC meetings held during the year</b>	<b>4</b>	
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website?</li> </ul>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded	
<b>10.Did IQAC receive funding from any</b>	<b>No</b>	



<b>funding agency to support its activities during the year?</b>	
• If yes, mention the amount	
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
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<b>13. Was the AQAR placed before the</b>	<b>No</b>

<b>statutory body?</b>	
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name of the statutory body	Date of meeting(s)
Nil	Nil
<b>14.Was the institutional data submitted to AISHE ?</b>	Yes
<ul style="list-style-type: none"> <li>Year</li> </ul>	
Year	Date of Submission
2023	10/01/2023
<b>15.Multidisciplinary / interdisciplinary</b>	
<p>The main of National Education Policy 2020 is to transform India into global knowledge superpower. Sri Guru Teg Bahadur Khalsa College, Sri Anandpur Sahib is an esteemed educational institution affiliated to Punjabi University, Patiala. In regard to focus on NEP preparedness, the College has organized several webinars and guest lectures. At UG and PG level, the college has already implemented CBCS and as a result large number of interdisciplinary courses have been taught to students. In view of implementation of NEP 2020, the College has planned to add up new interdisciplinary courses in all programmes starting from first year classes from the upcoming session 2022-23. In addition, College is recipient of DST-FIST scheme, under which Faculty members are engaged in interdisciplinary research.</p>	
<b>16.Academic bank of credits (ABC):</b>	
<p>The College is in the process of implementation of Academic Bank of Credits for all stakeholders.</p>	
<b>17.Skill development:</b>	
<p>The College gives special importance to vocational education that aims to generate skilled manpower. At present, the College is running 5 B.Voc courses namely, B.Voc(Software Development), B.Voc (Food Processing), B.Voc (Hospitality &amp; Tourism), B.Voc (Retail Management) and B.Voc (Pharmaceutical Chemistry)</p>	

successfully. The main focus lies on outcome based learning through acquisition with experiential learning and upgrading the skills so as to make the students employable. The College has signed MOU's with several industries to provide internships and on-job-trainings to students. In addition, the College conducts several workshops and training programs for the said purpose for UG and PG students. The syllabi of B.Voc courses is regularly updated. The B.Voc programmes offer multiple entry and exit options with appropriate certifications of the students where each exit point is linked to a specific job role as per NSQF specifications. Moreover, several departments impart trainings and hands-on sessions for skill updation of the students.

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

National Education Policy 2020 lays down great emphasis on the promotion of multilingualism in teaching in learning practices. In this regard, the College adopts several initiative like use of multi-language formula in classroom teaching. Also, several courses have the provision of taking examination in any medium viz. Punjabi or English. The regional language Punjabi is taught as a compulsory subject in all UG programmes. In addition, the College offers a variety of subject combinations including Punjabi Literature, Hindi Literature, English Literature, Religious Studies, Music Vocal and Gurmat Sangeet are offered to BA classes. Moreover, courses like Vedic Mathematics, Yoga and Fitness etc. are also offered to UG students through Add on Courses. The College celebrates various important days namely, Hindi Diwas, Maa Boli Diwas, Matr Bhasha Diwas with a great enthusiasm. The College Literary Society and Cultural Club regularly conducts several Co-curricular and extra-curricular activities for students throughout the year.

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

The concept of Outcome Based Learning is an important parameter of NEP 2020 for imparting quality education to meet the requirements of local, national and global challenges. POs, PSOs and Cos are prepared by each department and made available on College website for all students, teachers and stakeholders. The College promotes the use of ICT tools in teaching and learning practices. A career counselling cell is established in college to provide guidance to students regarding career opportunities. During each session, workshops and training programs are organized by different departments under the aegis of career counselling cell for students. The placement cell of college is

playing a vital role in providing job opportunities to students. The students of professional courses are facilitated for internships, field training and job training.

## 20.Distance education/online education:

NA

## Extended Profile

### 1.Programme

1.1	34
Number of programmes offered during the year:	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

### 2.Student

2.1	3386
Total number of students during the year:	

File Description	Documents
Institutional data in Prescribed format	<a href="#">View File</a>

2.2	1096
Number of outgoing / final year students during the year:	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.3	6322
Number of students who appeared for the examinations conducted by the institution during the year:	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

### 3.Academic

3.1	1285
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Number of courses in all programmes during the year:	
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
3.2	138
Number of full-time teachers during the year:	
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
3.3	56
Number of sanctioned posts for the year:	
<b>4.Institution</b>	
4.1	1752
Number of seats earmarked for reserved categories as per GOI/State Government during the year:	
4.2	73
Total number of Classrooms and Seminar halls	
4.3	240
Total number of computers on campus for academic purposes	
4.4	10430202
Total expenditure, excluding salary, during the year (INR in Lakhs):	
<b>Part B</b>	
<b>CURRICULAR ASPECTS</b>	
<b>1.1 - Curriculum Design and Development</b>	
1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.	
<b>Program Outcomes (POs) and Course Outcomes (COs): It represent the</b>	

knowledge, skills and attitudes the students should have achieved at the end of a course completion of their respective program and provides cognitive processes Program Specific Outcomes (PSOs): The outcomes of a program which make students realize the fact that the knowledge and techniques learnt in their course has direct implication for the betterment of society and its sustainability. POs, PSOs and Cos are communicated to the stakeholders in the following manner. POs and PSOs are approved by the Departmental Board of Studies. POs and PSOs are communicated to employers and Alumni during the meetings. Vision and Mission of the Institute are informed to the parents during Parents Teachers Meeting. COs and lesson plan communicated to the students. In reference to the curriculum development, the departments reframed the existing syllabus as per the need of local, national, regional and global arena for example Computer department introduced new courses like Python Programming, Corel Draw etc. Agriculture and Botany department introduced courses in Mushroom Cultivation. On a similar note, other department also revised their syllabi as per the need to introduce new and skill based courses.

File Description	Documents
Upload additional information, if any	<a href="#">View File</a>
Link for additional information	<a href="https://sgtbcollege.org.in/IQAC.aspx?IQAC=7&amp;Year=46">https://sgtbcollege.org.in/IQAC.aspx?IQAC=7&amp;Year=46</a>

### 1.1.2 - Number of Programmes where syllabus revision was carried out during the year

34

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	<a href="#">View File</a>
Details of syllabus revision during the year	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

547

File Description	Documents
Curriculum / Syllabus of such courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	<a href="#">View File</a>
MoUs with relevant organizations for these courses, if any	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 1.2 - Academic Flexibility

### 1.2.1 - Number of new courses introduced across all programmes offered during the year

56

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

35

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template)	<a href="#">View File</a>

## 1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

The institution runs the courses in Arts, Commerce and Science

stream. Curriculum is designed by all the departments in their respective manner, which included various topics covering cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics. In this context, Environmental and Road Safety Awareness and Drug Abuse: Problem, Management and Prevention are two compulsory subjects for all UG first year students, related to Environmental and Sustainability. Environment and Sustainability: Environmental studies is taught to all UG students in first year of their degree program. The institution took care to inculcate values related to environment and sustainability through various practices and programs under NSS and NCC. For the said purpose a lot of activities like tree plantation drives activities were organized by various departments. Gender Equity: The prose, poetry and other chapters in certain courses addressed issues related to gender sensitivity and equity. Additionally, our institute organized a series of invited talks. Self-Defense training is organized for girls students. Guest lectures were organized on Legal Provisions for Women and their Safety by Legal Cell.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

10

File Description	Documents
List of value-added courses	<a href="#">View File</a>
Brochure or any other document relating to value-added courses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 1.3.3 - Number of students enrolled in the courses under 1.3.2 above

250



File Description	Documents
List of students enrolled	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**1.3.4 - Number of students undertaking field work/projects/ internships / student projects****672**

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**1.4 - Feedback System**

**1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni**

**A. All 4 of the above**

File Description	Documents
Provide the URL for stakeholders' feedback report	<a href="https://sgtbcollege.org.in/Uploads/pdf/IQA/C/AgarCriterion/20230730063703.pdf">https://sgtbcollege.org.in/Uploads/pdf/IQA/C/AgarCriterion/20230730063703.pdf</a>
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>

**1.4.2 - The feedback system of the Institution comprises the following**

**A. Feedback collected, analysed and action taken made available on the website**

File Description	Documents
Provide URL for stakeholders' feedback report	<a href="https://sgtbcollege.org.in/Uploads/pdf/IQA/C/AgarCriterion/20230730063734.pdf">https://sgtbcollege.org.in/Uploads/pdf/IQA/C/AgarCriterion/20230730063734.pdf</a>
Any additional information	<a href="#">View File</a>

**TEACHING-LEARNING AND EVALUATION****2.1 - Student Enrollment and Profile****2.1.1 - Enrolment of Students****2.1.1.1 - Number of students admitted (year-wise) during the year****3386**

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)****1632**

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

**2.2 - Catering to Student Diversity**

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

Our students represent heterogeneous community not only in terms of their geographical locations but also in intelligence. Every class is a cluster of slow learners, average learners and the advance learners based on their ability to grasp the knowledge shared by the teachers/instructors in the classroom. As required, different learning programmes and methods are designed by the college to use for different kind of learners. For slow learners, online study material (video and other reference copies), revision classes, peer teaching, and practice sessions are conducted by the teacher. This is done in a discrete manner at times, to avoid any kind of sensitive concerns on students' part. Advance learners are encouraged to do self-study with curated reading list. They are motivated and trained in various ways such as Communication Skill development, Interview skills, presentation skills, personality development and many more. The students are motivated to inculcate the habit of visiting library and fully utilize the available

resources. The topper is recognised as meritorious by the college and receives merit scholarships as well. E-resources are made available to the students along with the library facilities with rich books and journals collection to meet the need of knowledge seeking students. Students are encouraged to participate in workshops, conferences and seminars. This helps them to gain knowledge from other people but also get closer to the concept of research. Through these programmes, students are also motivated to take up internships in the reputed research institutes.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.sgtbcollege.org.in/Uploads/pdf/IOAC/AqarCriterion/20230531091050.pdf">https://www.sgtbcollege.org.in/Uploads/pdf/IOAC/AqarCriterion/20230531091050.pdf</a>

### 2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
15/07/2021	3386	138

File Description	Documents
Upload any additional information	No File Uploaded

### 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 Institution believes in student centric methods in the learning process. The following practices have been implemented by the institute to fulfill the aim of learning

1. Students were encouraged to participate and organize activities like online Quiz and online practical problem solving events.
2. The students were engaged in group projects under DBT Star College Status scheme to inculcate research attitude in them. The students were asked to organize group discussions.
3. Interdepartmental activities were promoted under DBT Star College Status Scheme. The students of various departments were intermingled to form groups and carry out various

projects under the guidance of the teacher in-charge.

For enhancing learning experiences, the faculty members adopt the pedagogy ranging from board and chalk to PowerPoint Presentations, video-based lectures, practical-oriented with research based pedagogy, flipped classroom, role-play, skits, seminars, presentations, brainstorming, group presentations, peer learning, term paper, internships, fieldwork, dissertations etc. Both social sciences and basic sciences courses at the postgraduate level require students to obtain dissertations/internships in research institutions and in industry, which motivates them to apply their classroom learning to the field of work. Students are encouraged to participate in summer projects with research labs and internship programs at institutions such as JNCASR, IISc, Indian Academy of Sciences, IIM, ISEC, IGIDR, Reap' conducted by Nehru Planetarium, NCBS/ NPCC/ NAP etc.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional Information	<a href="https://www.sgtbcollege.org.in/Uploads/pdf/IQAC/AqarCriterion/20230531090912.pdf">https://www.sgtbcollege.org.in/Uploads/pdf/IQAC/AqarCriterion/20230531090912.pdf</a>

### 2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

ICT-enabled teaching methods have been made available in the institute. ICT-enabled teaching includes Wi-Fi-enabled classrooms with LCD projectors, Language labs, and Smart Classrooms with state of the art smart boards installed in each class room. Teachers combine technology with the traditional mode of instruction to engage students in long-term learning. College uses Information and Communication Technology (ICT) in education to support, enhance, and optimize education delivery. The Teaching-Learning Process is supported by Regular Practical Sessions, access to Digital Library, Online Courses (Soft Skills Training Programme (SSTP), PALS (Pan IIT Leadership Series), NPTEL, audio video lectures etc., use of LCD projectors for seminars and workshops, productive use of educational videos, accessibility of non-print material for students of Computer studies. The communication skills training facility makes the students acquire proficiency in listening, speaking, reading, and writing. Online classes were conducted through virtual platforms such as MS Teams, Zoom and Google Meet. In order to enhance teaching-learning other

tools such as Power point presentations, MS Excel, Interactive activities through Mentimeter and edupuzzle. Assignments were designed to use INFLIBNET, JSTOR and other digital databases.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	<a href="https://www.sgtbcollege.org.in/Uploads/pdf/IQAC/AgarCriterion/20230531091330.pdf">https://www.sgtbcollege.org.in/Uploads/pdf/IQAC/AgarCriterion/20230531091330.pdf</a>
Upload any additional information	<a href="#">View File</a>

### 2.3.3 - Ratio of students to mentor for academic and other related issues

#### 2.3.3.1 - Number of mentors

122

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	<a href="#">View File</a>
Circulars with regard to assigning mentors to mentees	<a href="#">View File</a>

### 2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

The institution prepares the academic calendar every year prior to the commencement of the academic session. The coverage of academic calendar covers the list of commencement of classes/semester, examination dates, major college events, holidays, vacation dates, and festivals. The academic calendar is duly approved by the academic council of the college. Academic calendar provides the total effective working days available in a given semester. The timetable committee prepare the time table by correlating the working days available and coverage of curriculum of the subjects. The academic calendar monitors the effective delivery of the program with academic and business inputs. The concerned faculties prepare teaching plan for their respective subjects based on the number of credits and the total number of hours allotted to a subject. It includes Preparation of assignments, PPTs, and Lecture notes. A detailed teaching plan is prepared for every semester in accordance with the academic calendar. If a course is handled by more than one teacher, the teaching plan shall be prepared by all the teachers together to maintain uniformity and coverage of

**syllabus.**

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	<a href="#">View File</a>

**2.4 - Teacher Profile and Quality****2.4.1 - Number of full-time teachers against sanctioned posts during the year****138**

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>

**2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year****51**

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>

**2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)****768**

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>

**2.5 - Evaluation Process and Reforms****2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year****31**

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	<a href="#">View File</a>
Any additional information	No File Uploaded

**2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year****384**

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

Examination is the major constituent of an autonomous institute. The success of the autonomous institute directly depends upon the working of the examination system of the institute. The whole examination set up is controlled and governed by the Controller of Examination. The whole examination set up beginning from the filling of examination form, Roll No and other peripheral activities are carried out with the help of examination software. The internal awards are compiled with the help of software.

Positive impact of reforms on the examination procedures and processes:

Greater flexibility in Continuous Internal Evaluations (CIE) and Innovative assessment methods provides opportunity to hone skills of the student in comparison to conventional testing. Reappear and

special chance examinations are conducted in a stipulated time after completion of the semester examinations.

#### Processes Integrating IT Examination Management System:

The automations are done for preparation of students list ,preparation of time tables, Inviting paper setters /examiners, Coding and decoding of answer books, generation of marks sheet, generation of result sheet, declaration of results within a month after completion of examinations, statement of marks/grade cards, etc. Adoption of advanced and auto software technology has brought rapidity and improved efficiency, reliability, transparency in the examination system.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://www.sgtbcollege.org.in/Uploads/pdf/_IOAC/AgarCriterion/20230531091352.pdf">https://www.sgtbcollege.org.in/Uploads/pdf/_IOAC/AgarCriterion/20230531091352.pdf</a>

## 2.6 - Student Performance and Learning Outcomes

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

Program outcomes, Program Specific outcomes and Course outcomes envisaged the whole plan for the current academic semester providing clarity to both the students and teachers about the time management for the whole academic semester. The course outcomes and program outcomes also provide the student and teacher knowledge about the content of the syllabus and the knowledge to be gained by the student after completing the course. Students are introduced to the opportunities and expected outcomes of the graduate program during the orientation program organized specifically for first year students. Parents of first year students are informed about the expected graduate program outcomes during parent teacher meetings. Faculty members involved in syllabus framing are themselves instrumental in formulating PSOs and COs at the department level. All departments ensure participation of concerned faculty in syllabus revision. Workshops are organised to discuss the content, objectives and outcome Outcome Based Education (OBE) is a student-centric learning approach and is made mandatory to higher educational institutes by



all regulatory bodies like UGC, NAAC etc. It helps the students to acquire pre-determined set of expected knowledge, skills, and values or attributes that a student should know after completion of his/her program. Programme outcomes (POs), Programme Specific Outcomes (PSOs) and Course outcomes (COs) are necessary for the flexibility and innovation in programme design, syllabi development, teaching-learning process and assessment of student learning levels.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Link for additional Information	<a href="https://www.sgtbcollege.org.in/Uploads/pdf/IOAC/AqarCriterion/20230531091413.pdf">https://www.sgtbcollege.org.in/Uploads/pdf/IOAC/AqarCriterion/20230531091413.pdf</a>

#### 2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

The aim of measuring the attainment of program and course outcomes is to upgrade the quality of teaching learning in the college. The attainment of program outcome, program specific outcome and course outcome are clearly defined and conveyed to the stakeholders through orientation program and through the college website. The attainment is measured in two ways which are

a) Direct

b) Indirect.

A combination of various activities are conducted regularly during the academic session such as class tests, mock interviews, group discussions, PPT competitions, project presentations, exhibitions etc. At the end of each academic year, computation of POs attainment is done by comparing and analysing attainment at all curriculum components. Level of attainment is computed for COs/PSOs/POs using both direct and indirect assessment tools. The PO and CO attainment is evaluated using the following method

**Direct Method:** First three learning levels of learning like remembering, understanding and application and to some extent

fourth level of leaning by analysing can be assessed by conducting standardised examinations (Semester End Examinations (SEE) where students are given limited amount of time.

Continuous Internal Evaluation (CIE) and Semester End Examination (SEE) are the prime tools for

evaluation of PO and CO attainment. The CIE matrix comprises of two tests, assignment, presentation, practical and quizzes. The marks obtained by the students are analysed and mapped to CO and PO.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://www.sgtbcollege.org.in/Uploads/pdf/IQAC/AqarCriterion/20230601014416.pdf">https://www.sgtbcollege.org.in/Uploads/pdf/IQAC/AqarCriterion/20230601014416.pdf</a>

### 2.6.3 - Pass Percentage of students

#### 2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

900

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	<a href="https://www.sgtbcollege.org.in/Uploads/pdf/IQAC/AqarCriterion/20230531091508.pdf">https://www.sgtbcollege.org.in/Uploads/pdf/IQAC/AqarCriterion/20230531091508.pdf</a>

### 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://www.sgtbcollege.org.in/Uploads/pdf/IQAC/AgarCriterion/20230728081530.pdf>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

The Institute strives to inculcate research temperament among faculty and students as per the norms of the Research Promotion Policy of the institute following which various seminars, workshops and training programmes are organized time to time. In addition a provision of seed money and incentives has been incorporated in the Research Promotion Policy to boost-up the morale of researchers. A healthy research environment prevails in the institute. Two major research projects in the Department of Physics sponsored from reputed organizations/departments of Government namely UGC-DAE-Consortium for Scientific Research and DAE-BRNS are successfully running. The successful functioning of these projects has led to the establishment of a Research Lab and a Geostation. A Central Research Lab has been established, well equipped with high-end instruments procured under the DST-FIST Scheme. The lab possesses High Pressure Liquid Rapid Application Development Methodology (HPLC), two detectors one Rad-7 and another Rad-5, UV-Visible Spectrophotometer, Fluorescence Spectrophotometer and a PCR machine. The central facility has enriched the research culture of the institute and paved a path for collaboration of research activities with other institutes. DBT, GOI has granted Star Status to the college which has further augmented the institute's laboratory facilities inculcating a research culture in the students as well as faculty.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	<a href="#">View File</a>
Provide URL of policy document on promotion of research uploaded on the website	<a href="https://www.sgtbcollege.org.in/Uploads/pdf/IQAC/AgarCriterion/20220125014855.pdf">https://www.sgtbcollege.org.in/Uploads/pdf/IQAC/AgarCriterion/20220125014855.pdf</a>
Any additional information	No File Uploaded

**3.1.2 - The institution provides seed money to its teachers for research****3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)**

0

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	No File Uploaded
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	No File Uploaded
List of teachers receiving grant and details of grant received	No File Uploaded
Any additional information	No File Uploaded

**3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year**

1

File Description	Documents
e-copies of the award letters of the teachers	<a href="#">View File</a>
List of teachers and details of their international fellowship(s)	<a href="#">View File</a>
Any additional information	No File Uploaded

**3.2 - Resource Mobilization for Research****3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)**

1,26,64,710/-

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	<a href="#">View File</a>
List of projects and grant details	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**3.2.2 - Number of teachers having research projects during the year**

2

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://www.sgtbcollege.org.in/Uploads/pdf/IQAC/AqarCriterion/20230817024926.pdf">https://www.sgtbcollege.org.in/Uploads/pdf/IQAC/AqarCriterion/20230817024926.pdf</a>
List of research projects during the year	<a href="#">View File</a>

**3.2.3 - Number of teachers recognised as research guides**

12

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	<a href="#">View File</a>
Institutional data in Prescribed format	<a href="#">View File</a>

**3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year**

6

File Description	Documents
Supporting document from Funding Agencies	<a href="#">View File</a>
Paste link to funding agencies' website	<a href="https://dbtindia.gov.in/">https://dbtindia.gov.in/</a> <a href="https://brns.res.in/">https://brns.res.in/</a> <a href="https://www.csr.res.in/">https://www.csr.res.in/</a>
Any additional information	<a href="#">View File</a>

### 3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

The institute being a recipient of various prestigious status such as DBT Star Scheme, DBT Star Status, DST-FIST, Unnat Bharat Abhiyan, College with Potential of Excellence has inculcated a knowledge rich environment for the students as well as the faculty. The institute has blossomed up as a centre of knowledge and innovation in the area as a result of providing education to the rural population. The college also successfully runs various major research projects allocated to the faculty members by various governmental organisation of repute. To train the young minds for entrepreneurship Skill Development Courses are offered in all the streams in addition to the five Vocational courses that have been granted by UGC. These courses help students to develop the expertise and start their own enterprises. Various workshops are organized for the local farmers to sensitize them about the new developments in the field of agriculture. As a result the locals have been made aware about the cultivation of exotic vegetables. The college being a subscriber of Delnet participates in the sharing of knowledge among all its users. The institute runs its own Publication Bureau which publishes a UGC-Care listed journal entitled "Guru Teg Bahadur Journal of Religious Studies".

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.sgtbcollege.org.in/Uploads/pdf/IQAC/AqarCriterion/20230817024901.pdf">https://www.sgtbcollege.org.in/Uploads/pdf/IQAC/AqarCriterion/20230817024901.pdf</a>

### 3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual

**Property Rights (IPR), Entrepreneurship and Skill Development during the year**

5

File Description	Documents
Report of the events	<a href="#">View File</a>
List of workshops/seminars conducted during the year	<a href="#">View File</a>
Any additional information	No File Uploaded

**3.4 - Research Publications and Awards**

**3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software**

A. All of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year**

**3.4.2.1 - Number of PhD students registered during the year**

39

File Description	Documents
URL to the research page on HEI website	<a href="https://www.sgtbcollege.org.in/AboutResearch.aspx">https://www.sgtbcollege.org.in/AboutResearch.aspx</a>
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

81

File Description	Documents
List of research papers by title, author, department, and year of publication	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

48

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.sgtbcollege.org.in/Uploads/pdf/IQAC/AgarCriterion/20230817024956.pdf">https://www.sgtbcollege.org.in/Uploads/pdf/IQAC/AgarCriterion/20230817024956.pdf</a>

### 3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

#### 3.4.5.1 - Total number of Citations in Scopus during the year

60

File Description	Documents
Any additional information	No File Uploaded
Bibliometrics of the publications during the year	<a href="#">View File</a>



**3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University****3.4.6.1 - h-index of Scopus during the year****2728**

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	<a href="#">View File</a>
Any additional information	No File Uploaded

**3.5 - Consultancy****3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)****0**

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	No File Uploaded
List of consultants and revenue generated by them	No File Uploaded
Any additional information	No File Uploaded

**3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year****0**

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	No File Uploaded
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

### 3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

#### Rural reach-out activities under National Service Scheme and National Cadet Corps:

- The NSS and NCC departments of the institute actively organized various Seminars and Workshops, Awareness Campaigns throughout the year to sensitize the students and the community regarding various social issues such as health awareness, compliance to road safety rules etc.
- Throughout the year many international/national days are celebrated such as, World Environment Day, World Health Day, International Yoga Day for rendering the students' knowledgeable about the related issues.
- Students are encouraged to participate in many government/non-government organized drives such as Three Day Workshop (First Aid), Traffic awareness seminar, Blood Donation Camp etc. Participating in such programs enhances their sense of responsibility towards the society.
- The students are also motivated to participate in social drives (such as elections and marinating law and order) to sensitize them regarding their duties of being a responsible citizen.
- Furthermore, events such as Trekking camps and Recreational Tour were organized for the students for an exposure to encounter with real life situations and rejuvenation.

All these events ultimately lead to the all-round development of

the students and their transformation into responsible and well learned civilian of the nation being an essential boon for the society.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

### 3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

67

File Description	Documents
Number of awards for extension activities in during the year	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

9

File Description	Documents
Reports of the events organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

1038

File Description	Documents
Reports of the events	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.7 - Collaboration

**3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work**

4

File Description	Documents
Copies of documents highlighting collaboration	<a href="#">View File</a>
Any additional information	No File Uploaded

**3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)**

22

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	<a href="#">View File</a>
Any additional information	No File Uploaded

**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 equipments, etc.

The College has 71 classrooms, 29 Laboratories including 8 Computer labs, one server room and a language lab. Apart from this, the College has one conference, staff room, girl's common room and examination building. Central library has an e-resource centre and reading hall facility. Under DBT Star Scheme, 6 Science departments have their well established departmental libraries. The College has also established Central instrumentation lab under DST-FIST Scheme. The college has a Community Radio station facility. Under UGC-CPE Scheme the college established its own Gymnasium which is well equipped with modern facilities. The Department of Agriculture has one Herbal Garden as well as one Shade Net House is meant for demonstration purposes as well as

used for cultivate exotic vegetables seasonally. The College also runs one Mushroom unit used for hands on training to the students. To cater the need of Agriculture students, the college owned three Agriculture farm land located within the reach of Campus which are used for establishment of Orchard, others are for cereal crops and seasonal vegetable and flower crops. With well-versed Agriculture labs the department also installed Automatic Weather Station in College campus. There is one hostel for girl students with an intake of 40 students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.sgtbcollege.org.in/">https://www.sgtbcollege.org.in/</a>

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

The college duly understand the relevance of co-curricular activities in the life and carrier of students. It is actively engaged in cultural, sports and other co-curricular activities. Following facilities are available in college.

Sports facilities-Cricket, kabbadi, Basketball, Football, Hockey, Handball, Kho-Kho, Volley ball, Badminton. While indoor facilities includes Chess, Yoga, Table tennis, Weight lifting platform, The college has one playground with dimensions of (running track) is 400mts. There is facility for Javelin, high jump mat, long jump. The average size of college ground is 95×125 mts.

Cultural facilities- Auditorium with audio-video system, multipurpose hall with stage to perform.

File Description	Documents
Geotagged pictures	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://www.sgtbcollege.org.in/Department.aspx?Department=5">https://www.sgtbcollege.org.in/Department.aspx?Department=5</a>

**4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities**

20

File Description	Documents
Upload any additional information	No File Uploaded
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

Rs. 68,48,786/-

File Description	Documents
Upload audited utilization statements	<a href="#">View File</a>
Details of Expenditure, excluding salary, during the years	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 4.2 - Library as a Learning Resource

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

Panth Rattan Jathedar Gurcharan Singh Tohra Memorial Library, SGTB Khalsa College is well equipped and automated central library situated in a different building. College Library uses SOUL 3.0 software for all the functions i.e., acquisition, catalogue, circulation & serial control. Library has 40,000 plus books and 60 plus Journals and magazines. Library has access to 31, 35000 e-Books under N-LIST and 4 Corer 60 Lakh e-Books under NDL. The number of e-Journals access is 6000 under N-LIST. Thirty three lakh e-Books, e-Journals, e-Articles, IRs are subscribed under DELNET. Library provides Xerox (photocopying services), e-Kiosk, OPAC, SMS facility to its users. Every year Library provides orientation services to its new users. In addition reading hall with good seating capacity is available for library users.

In 2021-22, our library got appreciation from DELNET for best practices under data sharing and accessibility. Our library is active data contributor by sharing their 28245 library records for enhancing DELNET best practices-for helping students, researchers,

faculty and scholarly community of their own institutes and also to DELNT member institutions.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.sgtbcollege.org.in/Library_Department.aspx">https://www.sgtbcollege.org.in/Library_Department.aspx</a>

**4.2.2 - Institution has access to the following:  
e-journals e-ShodhSindhu Shodhganga  
Membership e-books Databases Remote  
access to e-resources**

**A. Any 4 or more of the above**

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

**4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)**

**Rs 1,96,274/-**

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

**4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)**

**4.2.4.1 - Number of teachers and students using the library per day during the year**

**250**

File Description	Documents
Upload details of library usage by teachers and students	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

The IT Policy of the college covers relevant ethical aspects of internet use on the campus. The college has procured a secure domain for itself. The domain has data security features such as Software Security, SSL Support, Regular Backups, DDoS Attack Monitoring, Malware Scanning, Firewall Protection, etc. The colleges' Intranet is secured with dedicated firewall protection sourced from Fortinet. Both hardware and software firewalls are provided to secure network traffic in the college premises. Our leased line Internet connection is connected to the firewall, and all network queries are routed through it accordingly after successful user login confirmation. Simultaneously, College campus is secured with 24 × 7 CCTV surveillance. Automatic Backup has been enabled on all servers. Physical access to the server room is also limited and the facility is kept under lock and key. Only authorised personnel are granted entry into the server room. All official communications are handled exclusively through the official email ids. In case proprietary software such as operating systems and office suites are required, the college has purchased adequate numbers of licenses for the same. However, it is the policy of the college to promote the use of open source software in all possible scenarios. Pursuant to this, the college has deployed open source software for practical classes of students such as Scilab, R studio, Linux, Python Anaconda etc.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.sgtbcollege.org.in/Uploads/pdf/IQAC/AgarCriterion/20230802041924.pdf">https://www.sgtbcollege.org.in/Uploads/pdf/IQAC/AgarCriterion/20230802041924.pdf</a>

### 4.3.2 - Student - Computer ratio



Number of Students	Number of Computers
3382	240

File Description	Documents
Upload any additional information	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus	C. 20 Mbps - 35 Mbps
--	----------------------

File Description	Documents
Details of bandwidth available in the Institution	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing	A. All four of the above
--	--------------------------

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.sgtbcollege.org.in/CommunityRadioStation.aspx">https://www.sgtbcollege.org.in/CommunityRadioStation.aspx</a>
List of facilities for e-content development (Data Template)	<a href="#">View File</a>

4.4 - Maintenance of Campus Infrastructure
4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)
Rs. 35,81,416/-

File Description	Documents
Audited statements of accounts	<a href="#">View File</a>
Upload any additional information	No File Uploaded

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

There is well defined policy for procurement, maintenance and utilizing physical, academic and sports facilities. For instance, we have established a gymnasium hall with all modern equipments (aerobics, weight lifting). Presently, in view of need of students, a new reading hall is being constructed adjacent to library building. We are also planning to increase the number of tracks in sports ground. The computer labs are also shared by other departments as per their subject needs. The College is in process of utilizing DST-FIST grant for establishment of new computer lab with 15 computers and one server. From academics point of view recently for online teaching and learning purpose the college has purchased all relevant IT tools and softwares.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.sgtbcollege.org.in/AQARCriteria.aspx?Year=2021-22">https://www.sgtbcollege.org.in/AQARCriteria.aspx?Year=2021-22</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

504

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

#### 5.1.2 - Number of students benefitted by scholarships and freeships provided by the

**institution and non-government agencies during the year**

613

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology**

A. All of the above

File Description	Documents
Link to Institutional website	<a href="https://www.sgtbcollege.org.in/Department.aspx?Department=5">https://www.sgtbcollege.org.in/Department.aspx?Department=5</a>
Details of capability development and schemes	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year**

561

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating**

A. All of the above

**awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees**

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

## 5.2 - Student Progression

### 5.2.1 - Number of outgoing students who got placement during the year

99

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 5.2.2 - Number of outgoing students progressing to higher education

119

File Description	Documents
Upload supporting data for students/alumni	<a href="#">View File</a>
Details of students who went for higher education	<a href="#">View File</a>
Any additional information	No File Uploaded

### 5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

### 5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

4

File Description	Documents
Upload supporting data for students/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 5.3 - Student Participation and Activities

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

11

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

The College also encourages participation of student representatives in various decisions making, academic and administrative committees, this enable them in acquiring better academic environment. Student opinions and suggestions are considered to take measures in view of students' perception. College puts efforts for the all-round development of a student. They are explained below.

- **Hostel Committee:**They play major role regarding food quality, hygiene and other general facilities. They voluntarily monitor day to day activities and bring to the notice of the warden immediately.
- **Class Interaction Committee (CIC):**It consists of HOD, faculty handling the particular section and student representatives in each class. They discuss the conduct of class work, delivery of lecture and overall discipline. Based on the minutes of the CIC meeting, action is initiated to improve the academic performance of the class.
- **The National Cadet Corps (NCC)**is encouraged in the college aiming at the development of leadership, character, comradeship, spirit of sportsmanship and the ideal of

service, among the youth.NSSis also encouraged in the college enabling the student to participate in service activities like organizing blood donation, rural health & sanitation, adult education, and environmental awareness camps in the neighbouring areas as a social responsibility.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.sgtbcollege.org.in/Prospectus.aspx?id=52">https://www.sgtbcollege.org.in/Prospectus.aspx?id=52</a>

### 5.3.3 - Number of sports and cultural events / competitions organised by the institution

9

File Description	Documents
Report of the event	<a href="#">View File</a>
List of sports and cultural events / competitions organised per year	<a href="#">View File</a>
Upload any additional information	No File Uploaded

## 5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

The mission of the Alumni Association is to foster a mutually beneficial relationship between the Institute and its alumni.

Objectives of the Alumni association:

To encourage and promote close relations between the Institution and its alumni and among the alumni themselves.

To promote and encourage friendly relations between all members of the alumni body, an interest in the affairs and well-being of the Institution.

To initiate and develop programs for the benefit of the alumni.

To assist and supporting the efforts of the Institution in

obtaining funds for development.

To serve as a forum through which alumni may support and advance the pursuit of academic excellence at the Institution.

To guide and assist alumni who have recently completed their courses to obtain employment and engage in productive pursuits useful to society.

#### Activities and Contributions:

Alumni have donated funds to assist the Poor & Merit students of the Institution.

Alumni are included as members in the Board of studies of all departments. They are invited for meetings at the college and they interact with their teachers and express their suggestions on curriculum revision.

Few Alumni gave Guest lecturers to the existing students on some contemporary technological developments and career guiding focuses.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://www.sgtbcollege.org.in/AlumniMain.aspx">https://www.sgtbcollege.org.in/AlumniMain.aspx</a>

#### 5.4.2 - Alumni's financial contribution during the year

E. <2 Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

### GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

The college follows its vision and mission to serve better for students. The governance of the college matches vision and the

mission of the college.

#### VISION:

The Sri Guru Teg Bahadur Khalsa College, located in Sri Anandpur Sahib, is a renowned educational institution that upholds the rich Sikh heritage and values. It is deeply rooted in the principles of Sikhism and aims to provide a holistic and transformative learning experience to its students.

Sri Guru Teg Bahadur Khalsa College envisioned "May I never refrain from righteous deeds". Its goal is to nurture and develop individuals who are not only academically proficient but also imbued with moral and ethical values. The college seeks to empower students to become responsible and compassionate citizens who contribute meaningfully to society. It strives to create an inclusive and supportive learning environment that fosters personal growth and excellence.

**MISSION:** The mission of Sri Guru Teg Bahadar Khalsa College, Anandpur Sahib is to achieve the ultimate goal of education, i.e. emancipation of mind, in order to promote it as an institution of excellence by providing the rural youth with educational opportunities enriched with high moral and ethical values along with the latest technology based knowledge so that students are well-fitted in the present-day volatile global scenario.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://www.sgtbcollege.org.in/Uploads/pdf/IQAC/AqarCriterion/20230729101634.pdf">https://www.sgtbcollege.org.in/Uploads/pdf/IQAC/AqarCriterion/20230729101634.pdf</a>

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

At Sri Guru Teg Bahadur Khalsa College in Sri Anandpur Sahib, the embodiment of decentralization and participative management can be witnessed through the manner in which the different committees are given autonomy to work.

**CASE STUDY:** The Cultural Committee, comprising the Dean Cultural, Deputy Dean Cultural, Conveners, Committee Members, and Class Representatives is formed in the beginning of every session to



conduct cultural activities throughout the year. The working of this committee exemplifies the institution's commitment to shared decision-making and empowering individuals at all levels. The Dean of the Cultural Committee has been entrusted with the authority by the Principal to make crucial decisions that ensure the smooth functioning of the committee and the successful execution of cultural events, both within and outside the college. These decisions encompass a wide range of responsibilities:

- Autonomy in Budgeting
- Rigorous Student Selection
- Selection of Coaches
- Organizing Training Sessions
- Delegation of Duties
- Attention to Aesthetic

In the academic year 2021-2022, the institute proudly won Overall First Position in Ropar-Fatehgarh Zone. In this, the college won Overall Literary Trophy, Overall Fine arts Trophy and Overall Trophy in Heritage Items securing 22 Gold Medals, 19 Silver Medals and 7 Bronze Medals at the zonal level. In Inter-Zonal competitions, the college secured Third Position.

File Description	Documents
Upload strategic plan and deployment documents on the website	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://www.sgtbcollege.org.in/Uploads/pdf/IQAC/AgarCriterion/20230729101705.pdf">https://www.sgtbcollege.org.in/Uploads/pdf/IQAC/AgarCriterion/20230729101705.pdf</a>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

Being an autonomous college, a separate examination branch is in existence which takes care of all the examination related matters.

### Objectives:

1. To maintain the confidentiality needed.
2. To engage the right type of subject experts for paper setting and evaluation.

3. To conduct examination as per the academic calendar.
4. To evaluate and declare results in the shortest possible time frame.
5. To utilize the technology to its fullest extent in order to facilitate all stake holders.

**Implementation of the plan:**

Examination Branch is headed by the controller examination followed by the Deputy Registrar.

- DR is responsible for the secrecy and confidentiality.
- DR Secrecy ensures the setting of the paper.
- DR Confidentiality ensures the timely checking and declaration of results.

**Aspects showing implementation of the strategic plan in effective manner:**

1. Examination is well conducted ahead of the neighboring institutes resulting in timely start of the next semester.
2. Conduct of examination in a time frame ensures early declaration of results which directly benefits the students in applying for jobs or taking admission in next class.
3. College rules permits students to give their reappear examination early then their scheduled period. College prepones the reappear examination of the final year students which saves their precious one year.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.sgtbcollege.org.in/Uploads/pdf/IQAC/AgarCriterion/20230729101828.pdf">https://www.sgtbcollege.org.in/Uploads/pdf/IQAC/AgarCriterion/20230729101828.pdf</a>
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the various institutional bodies is effective and efficient as visible from the policies, administrative set-up, appointment and service rules, procedures, etc.

**Case Study: The faculty recruitment process of the institute is transparent and un-biased involving following steps:**

1. **Vacancy Announcement:** SGTB Khalsa College announce faculty

vacancies through various channels such as their official website, newspapers including details about the positions available, eligibility criteria, required qualifications.

2. **Application Submission:** Interested candidates need to submit their applications as per the instructions provided in the vacancy announcement. Applications are submitted to the Directorate of Education usually including a detailed filled application form, curriculum vitae (CV), educational qualifications, research publications (if applicable), and any other supporting documents.
3. **Interview:** Candidates are invited for an interview at the directorate of education by the duly formed panel, which may include multiple rounds. The interview process aims to evaluate the candidates' teaching abilities, subject knowledge, research potential.
4. **Selection and Offer:** Based on the interview performance and presentation, the college's selection committee will make the final decision. The selected candidate will receive an offer letter outlining the terms and conditions of their employment, including salary, benefits, and other relevant details.
5. **Acceptance and Joining:** If a candidate accepts the offer, he/she will be required to sign the offer letter and fulfill any additional requirements, such as submitting necessary documents or completing pre-employment formalities.

File Description	Documents
Paste link to Organogram on the institution webpage	<a href="https://www.sgtbcollege.org.in/Uploads/Pdf/MenuPDF/20230727111906.pdf">https://www.sgtbcollege.org.in/Uploads/Pdf/MenuPDF/20230727111906.pdf</a>
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://www.sgtbcollege.org.in/Uploads/pdf/IOAC/AgarCriterion/20230729101938.pdf">https://www.sgtbcollege.org.in/Uploads/pdf/IOAC/AgarCriterion/20230729101938.pdf</a>

**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	<a href="#">View File</a>
Screen shots of user interfaces	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation	<a href="#">View File</a>
Any additional information	No File Uploaded

### 6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

The College provides all support and encouragement to the teachers for enhancing their professional development. The teachers are given Duty Leaves to attend Orientation Course, refresher courses, seminars/ Workshops and conferences. As per research promotion policy of college, the registration fees for participation in conferences and workshop are reimbursed by the college. Incentives are given to faculty for publication for research papers in SCI/UGC care listed journals and for receiving funded projects from government / non- government agencies as per Research Promotion Policy. No Overhead expenditures collected from researchers for using the facilities in the college for research or project purpose. Workshops are conducted at college for non-teaching staff to keep them abreast with changing technology.

For Teaching and Non-Teaching Faculty:

- Maternity and Paternity Leave, Study Leaves are given to staff.
- Duty Leave for Professional and Career Development.
- Reimbursement of Registration Fees for participation in academic activities like conference/workshop.
- Day Care for kids of staff.
- Staff is given the facility to have reloadable loan from Provident Fund as per rules.
- Insurance schemes also offered to staff CPF, NPS and cash meant of Earned Leaves are also provided to staff.
- Dresses are given to college Bus Drivers and Security Guards.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.sgtbcollege.org.in/Uploads/pdf/IQAC/AgarCriterion/20230729102006.pdf">https://www.sgtbcollege.org.in/Uploads/pdf/IQAC/AgarCriterion/20230729102006.pdf</a>

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

105

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

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

4

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

105

File Description	Documents
Summary of the IQAC report	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	No File Uploaded

## 6.4 - Financial Management and Resource Mobilization

### 6.4.1 - Institution conducts internal and external financial audits regularly

The Institution has established a mechanism for conducting internal and external audits on the financial transactions every year to ensure financial compliance. Internal audit is conducted annually by the Chartered Accountant of the management, with the help of internal financial committee of the institution. The committee thoroughly verifies the income and expenditure details and the compliance report of internal audit is submitted to the management of the institution through principal.

The mechanisms used to monitor effective and efficient use of financial resources are as below:

- Before the commencement of every financial year, principal submits a proposal on budget allocation, by considering the recommendations made by the heads of all the departments, to the management.
- College budget includes recurring expenses such as salary, electricity, internet charges, maintenance cost, stationery, other consumable charges etc., and non - recurring expenses like lab equipment purchases, furniture and other development expenses.
- The expenses will be monitored by the accounts department as per the budget allocated by the management.
- The depreciation costs of various things purchased in the preceding years are also worked out.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.sgtbcollege.org.in/Uploads/pdf/IOAC/AqarCriterion/20230729102333.pdf">https://www.sgtbcollege.org.in/Uploads/pdf/IOAC/AqarCriterion/20230729102333.pdf</a>

**6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)****NIL**

File Description	Documents
Annual statements of accounts	No File Uploaded
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	No File Uploaded
Any additional information	No File Uploaded

**6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources**

College has set up its own resources mobilization committee in order to streamline the process of resources generation as described below:

1. **Tuition and fees:** It constitute one of the primary sources of revenue for the college. It includes tuition charges for academic programme as well as various fee for facilities and services. It is collected semester wise from the student in online and offline mode. College is first in the region to give all the platforms of online fees deposit.
2. **Grants and Funding:** College being an aided institute receives grant from the Govt. of Punjab for disbursement of salary to the grant in-aid to the covered staff. This grant is received on quarterly basis. All available avenues of funding are explored by institute. College gets regular funding from Government departments, semi-Government organizations, associations and other bodies for research, infrastructure development and conducting different programmes/ workshops.
3. **Donations:** The college maintained the strong relationship with alumni's and seek contributions from them. for giving scholarships to poor students.
4. **Scholarship:** The college has effective scholarship cell which not only fills govt. scholarships but private also. The scholarships are used by students to pay their fee which otherwise college may have to exempt from payment.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://www.sgtbcollege.org.in/Uploads/pdf/IQAC/AgarCriterion/20230729102437.pdf">https://www.sgtbcollege.org.in/Uploads/pdf/IQAC/AgarCriterion/20230729102437.pdf</a>

## 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

The IQAC (Internal Quality Assurance Cell) of the college is constantly striving to generate and implement creative academic ideas and qualitative practices to improve the overall academic and administrative performance of the institution. Through regular meetings, the IQAC addresses various aspects of the college's performance, identifies areas for improvement, and gathers suggestions to enhance the strategic development of the college.

To enhance the educational experience, the IQAC has institutionalized two practices:

**Introduction of Add-on Courses:** We have introduced additional courses that complement the existing curriculum, offering students an opportunity to acquire valuable skills and knowledge beyond their core subjects. In the session 2021-22, our institution has introduced 10 Add-on Courses. These are: Learning Corporate Skills, Basic Virology, General Aptitude and Reasoning, Elementary Course in Medicinal Plants, Fundamentals of Mathematics, MS-Office (Word, PowerPoint & Excel), Basics of Fundamental Rights and Duties, Basics of Computer in Punjabi, Good Lab Practices, Customer Service Skills

**Encourage Research Activities:**

Our IQAC actively motivates and supports teachers in participating in and organizing workshops, seminars, and conferences, fostering a culture of continuous learning. It guides educators towards relevant events, enriching their skills and knowledge. The IQAC's proactive role enhances pedagogical practices, promoting collaborative learning for an enriched educational experience.



At our college, the IQAC is committed to fostering innovation and continuously improving the educational journey for our students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

Departmental meetings involving the principal and IQAC are held on a regular basis to inspire faculty members to make necessary changes in their teaching methods. The IQAC plays a crucial role in facilitating teaching-learning reforms within the institution. Here are two examples of such reforms:

#### Example 1

##### Awareness and Implementation of NEP 2020:

The introduction of the National Education Policy (NEP) 2020 is set to bring significant changes to the Indian education system. Recognizing this, the IQAC has organized various lectures and workshops to educate stakeholders about the forthcoming changes. These sessions have focused on important aspects such as transitioning towards multidisciplinary institutions, revamping curriculum, pedagogy, assessment, and student support systems as per the NEP guidelines.

#### EXAMPLE 2

##### Skill Development:

The IQAC of the college places great emphasis on skill development, aligning with the Skill India initiative by the Government of India. To bridge the gap between academia and industry requirements, the college has introduced various skill-based B.Voc courses and Add-on courses. The IQAC ensures the quality of skill education by implementing strict procedures and strategies within the departments offering these courses. This includes aligning the curriculum with the National Skills Qualification Framework (NSQF), certification by respective sector skill councils, providing specialized labs for skill-based

departments, signing regular MOUs with industry partners for practical training opportunities, hiring adjunct faculty with specialized skills, organizing workshops, internships, field visits, and guest lectures to facilitate industry-academia interaction.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://www.sgtbcollege.org.in/Uploads/pdf/IOAC/AqarCriterion/20230729102618.pdf">https://www.sgtbcollege.org.in/Uploads/pdf/IOAC/AqarCriterion/20230729102618.pdf</a>

**6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)**

**B. Any 3 of the above**

File Description	Documents
Paste the web link of annual reports of the Institution	<a href="https://www.sgtbcollege.org.in/Uploads/pdf/IOAC/AqarCriterion/20230729102933.pdf">https://www.sgtbcollege.org.in/Uploads/pdf/IOAC/AqarCriterion/20230729102933.pdf</a>
Upload e-copies of accreditations and certification	<a href="#">View File</a>
Upload details of quality assurance initiatives of the institution	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

## **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

SGTB Khalsa College sensitizes students and employees regarding gender equity and takes the social responsibility of reacting to the events happening in society by various activities from time to

time. The institute promotes gender equity in admissions, recruitment, administrative functionality and academic activities. Women Cell has been constituted at SGTB Khalsa College and given equal representation from different sections of college. The aim of Women Cell SGTB Khalsa College to foster gender equality on the campus and steer as a redressal cell for any grievance reported. The institute considers its prime and devoted responsibility to provide safe and secure working environment conducive to interest of all stake holder. To commemorate the International Women's Day, P.G. Department of English of Sri Guru Teg Bahadur Khalsa College, Sri Anandpur Sahib organised a literary competition in the events of Essay Writing, Poetry Recitation and Power Point Presentation. A guest lecture entitled 'Breaking the Gender Bias' is prearranged on March 8th, 2022 in association with the IQAC Department of the college. Physical Education Department of the college facilitated the training of Self-Defence skills to girl students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="https://www.sgtbcollege.org.in/Uploads/pdf/IQAC/AqarCriterion/20230728083335.pdf">https://www.sgtbcollege.org.in/Uploads/pdf/IQAC/AqarCriterion/20230728083335.pdf</a>

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment**

**B. Any 3 of the above**

File Description	Documents
Geotagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)**

The college practices source segregation of dry and wet waste. To collect waste, colour coded dustbins have been installed at various central points. Plastic ban sign boards have also been put up to promote the use of biodegradable packing material. The students have labelled the dustbins.

For liquid waste management, the college disposes of sewage, laboratory, hostel laundry and canteen waste in a safe manner. Properly covered drainage systems are used to dispose of sewage waste, canteen waste, and laundry waste, and regular cleaning and maintenance of the drains is ensured.

The college has a limited amount of biomedical waste, which is disposed of with medical regulations.

The college ensures that e-waste is managed in a timely and proper manner through initiatives such as repairing old monitors and CPUs etc.

Donation drives for the poor and needy were organized by NSS and NCC volunteers. Environmental Committee takes initiatives to create awareness through poster competitions, online classroom discussions and quiz contest.

Chemistry department ensures that hazardous chemicals are stored securely to avoid spills, leaks, and other mishaps. The add-on course entitled "Good Laboratory Practices" educate and aware the students and lab assistants about hazardous chemical waste management.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geotagged photographs of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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**

**B. Any 3 of the above**

File Description	Documents
Geotagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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
Geotagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<b>No File Uploaded</b>

**7.1.6 - Quality audits on environment and energy undertaken by the institution****7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy 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**

**D. Any 1 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.**

**B. Any 3 of the above**

File Description	Documents
Geotagged photographs / videos of facilities	<a href="#">View File</a>
Policy documents and brochures on the support to be provided	<a href="#">View File</a>
Details of the software procured for providing assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

The institution is dedicated to enhance its workplace culture by implementing measures to provide an inclusive environment despite the diversity of gender, age, culture, region, language, rural/urban origin, physical ability or disability and socioeconomic backgrounds. The institution holds Vivacity, Phoenix, BioRhythm, and Panache as part of its cultural

celebrations, Youth festival and Khalsai Yuwak Mela to honor student inclusivity. The college has also adopted communities, enlisting the aid of rural residents in their work via Unnat Bharat Abhiyan. By planning events like social awareness campaigns among students and villagers, the issue of fostering understanding and awareness in society about inclusion through dialogue at the regional and national levels is addressed. The college ensures that there is no discrimination based on socioeconomic, racial, linguistic, or cultural grounds. The college actively promotes anti-ragging under the command of Anti-ragging committee. Sri Guru Teg Bahadur Armed Forces & Allied Services Preparatory Academy has been established to cater the development of the qualities of leadership with emphasis on character building and discipline among its students. National, international, religious, and cultural holidays are observed to promote interaction and mixing among students from various backgrounds. It is encouraged for a variety of stakeholders such as academicians, industry experts and graduates, etc. to get involved in curriculum design. Programmes like FDP workshops and seminars are geared towards and in line with inclusive educational practices for teachers and non-teaching employees.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>

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

Inculcating, nurturing, and cultivating values and ethics among the youth become more and more essential in today's education system. The institution considers that every person should possess human values and ethical principles as one of the key components of comprehensive education. Prominent national and international events such as Constitution Day, Environment Day, World Cancer Day, International Yoga Day, etc. are frequently observed with great zeal. NCC, NSS, Red Cross, Unnat Bharat Abhiyan, Swachh Bharat Abhiyan and various other college units collectively organize blood donation camps, cleanliness drives, plantation drives, etc. to raise awareness about the responsibilities and privileges of good citizens. Sri Guru Teg Bahadur Khalsa College, Sri Anandpur Sahib has adopted five villages Majra, Aggampur, Mataur, Kalota and Basowal, Tehsil Anandpur Sahib, District

Rupnagar for socio-economic development under "Unnat Bharat Abhiyan" (UBA). Faculty members, NSS unit of college and students are engaged in social and several community related development activities. To further educate the students on topics connected to civic duties and obligations, legal awareness, and crime against women, seminars and guest lectures are organized. Further to inculcate about values, duties and responsibilities, the subjects entitled 'Human Values and Ethics' and 'Drug Abuse: Problem, Management & Prevention' are taught at undergraduate level. The College's NCC wing routinely plans parades for cadets and other events and makes sure that everyone attends camps. Every year, students from NSS and NCC unit assist the local authorities in controlling the devotees during the Hola Mahalla at Sri Keshgarh Sahib.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

**C. Any 2 of the above**



File Description	Documents
Code of Ethics - policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

The college celebrates Independence Day, Republic Day, Constitution Day to instill nationalism, sovereignty, and solidarity. International Women's Day point towards gender equity and sensitization activities undertaken by the college. Conducting activities on Earth Day, World Environment Day, National Moth Day, World Wildlife Week and World Ozone Day to sensitize the staff and students regarding their duties and responsibilities towards protection of environment is a regular feature. The tradition of beginning each new session with Akhand path is intrinsic to the cultural ethos of the college. Principal, staff and students attended the same to invoke the blessings of the Almighty. Gurmat March dedicated to the martyrdom of Sahibzada is organized with great reverence to inculcate spiritual values. Every year Institute organizes Gurmat Samangam dedicated to Martyrdom of Sri Guru Teg Bahadur Ji to commemorate the teachings of the Gurus. Festivals like Lohri, Hola Mohala and Diwali are celebrated collectively to foster cultural and religious communion. The activities such as National Sports day, Annual Athletic Meet and National Nutrition Week are organized to aware students and staff about the importance of physical fitness. College fraternity collectively participates in National level campaigns launched by the Government such as Swachh Bharat Abhiyaan and Unnat Bharat Abhiyan thereby fulfilling its responsibility. Adding more, many events and guest lectures are regularly organized to instill a sense of national pride and gratitude towards the sacrifices of great leaders of our country.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	<a href="#">View File</a>
Geotagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

### Best Practice - I: Moral and Ethical Education of the Students

Our actual mission is not only to give subject-based knowledge but to shape the students as noble individuals and better citizens. Keeping this in view, providing quality education that involves overall development is the major focus of the institution. No doubt this institution provides time relevant knowledge, but life-nurturing values have also not been ignored. The college recognizes the importance of imparting wholesome education as will transform the youth into mentally enlightened, morally upright and enterprising individuals who will have the confidence and skills to follow the right path and to hold their head high in society. This can be possible through right thinking which springs from right learning and which translates into right action.

### Best Practice - II : Community Service

We believe that service is the very purpose of life. If knowledge is power, community is strength and the will to do good is everything. Community service provides an opportunity to apply academic learning to real human needs and to make the knowledge gained usable and useful. The college feels that it has a responsibility to instil in young people the value of giving back to their community. In adopting community service as one of the core practices, the purpose has been to involve more and more students in socially meaningful activities. The idea has been to encourage volunteerism and to foster social consciousness about the needs of community

File Description	Documents
Best practices in the Institutional website	<a href="https://www.sgtbcollege.org.in/Uploads/pdf/IQAC/AqarCriterion/20230728083159.pdf">https://www.sgtbcollege.org.in/Uploads/pdf/IQAC/AqarCriterion/20230728083159.pdf</a>
Any other relevant information	Nil

### 7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

Sri Guru Teg Bahadur Khalsa College, Sri Anandpur Sahib has started the journey of providing education in backward area adjoining border of Punjab and Himachal Pradesh since 1968. This institution continuous being a platform for local community people and has been a milestone in development of employees and student for the period of 54 years.

The college has been sanctioned 90.8 MHz frequency with 40 Km range for the transmission of programmes of general awareness and current relevance to connect meaningfully with the community. Those programmes are created and broadcast by various departments of the college.

Other distinctiveness of the institute is distinctive in its thrust towards capacity building for teaching, non-teaching staff and students. The College facilitates participation of young and newly appointed faculty members in FIPs and improves skill development of educators through FDPs, Refresher Courses, and Workshops. Teachers are offered with administrative and financial help for their training programs. To encourage staff to pursue doctorate and postdoctoral studies, outstanding academic research, the management of college has established research grants, awards, and incentives in a variety of categories. Non-teaching personnel has received training in the usage of equipment and newest media software to create high-quality media resources. For students from all disciplines, a required personality development course called "Bride Course" has been developed to groom and prepare them for workplace. The job fair and other placement-related events are strongly encouraged by the college.

File Description	Documents
Appropriate link in the institutional website	<a href="https://www.sgtbcollege.org.in/Uploads/pdf/IQAC/AqarCriterion/20230728083706.pdf">https://www.sgtbcollege.org.in/Uploads/pdf/IQAC/AqarCriterion/20230728083706.pdf</a>
Any other relevant information	No File Uploaded

## 7.3.2 - Plan of action for the next academic year

1. To intruduce interdisciplinary courses at undergraduate level as per guidelines of NAAC for incorporation of National Education Policy 2020.
2. To introduce new job-oriented professional programmes at UG and PG level.
3. To establish new Computational labs with Mathematical programming softwares like MATLAB etc.
4. To start new Value Added Courses for UG and PG students.
5. For promotion of research, to organize national and international conferences.
6. To organize faculty development programs for teaching faculty and workshops for non-teaching staff.