



## YEARLY STATUS REPORT - 2023-2024

### Part A

#### Data of the Institution

<b>1.Name of the Institution</b>		SSSS College of Commerce for Women
• Name of the Head of the institution	Dr. Navdeep Kaur	
• Designation	Principal	
• Does the institution function from its own campus?	Yes	
• Phone no./Alternate phone no.	01832221683	
• Mobile no	9781310053	
• Registered e-mail	ssssclege1993@gmail.com	
• Alternate e-mail	ssss_college@yahoo.co.in	
• Address	SSSS College of Commerce for Women, SSSS Chowk, The Mall, Amritsar	
• City/Town	Amritsar	
• State/UT	Punjab	
• Pin Code	143001	
<b>2.Institutional status</b>		
• Affiliated /Constituent	Affiliated	
• Type of Institution	Women	
• Location	Urban	

• Financial Status	UGC 2f and 12(B)																
• Name of the Affiliating University	Guru Nanak Dev University																
• Name of the IQAC Coordinator	Dr. Samriti Kapoor																
• Phone No.	7837378459																
• Alternate phone No.	01832221683																
• Mobile	7889116826																
• IQAC e-mail address	iqacssssccw@gmail.com																
• Alternate Email address	drsamritik@ssssccw.edu.in																
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://ssssccw.edu.in/wp-content/uploads/AQAR-2022-23.pdf-final-accepted_compressed.pdf">https://ssssccw.edu.in/wp-content/uploads/AQAR-2022-23.pdf-final-accepted_compressed.pdf</a>																
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes																
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://ssssccw.edu.in/news/academic-calendar/">https://ssssccw.edu.in/news/academic-calendar/</a>																
<b>5.Accreditation Details</b>																	
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td>Cycle 1</td> <td>B</td> <td>2.35</td> <td>2019</td> <td>15/07/2019</td> <td>14/07/2024</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to	Cycle 1	B	2.35	2019	15/07/2019	14/07/2024
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Cycle 1	B	2.35	2019	15/07/2019	14/07/2024												
<b>6.Date of Establishment of IQAC</b>	10/11/2018																
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>																	

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Dr. Samriti Kapoor, Department of Commerce and Business Administration, SSSS College of Commerce for Women, Amritsar	ICSSR Major Research Project 2022-23	Indian Council of Social Science Research, New Delhi	April 2023 to March 2025	10,52,000
Dr. Payal / Mrs. Vijay Laxmi	NCW National Seminar	NCW New Delhi	November 9-10, 2023	1,54,468
<b>8. Whether composition of IQAC as per latest NAAC guidelines</b>		<b>Yes</b>		
<ul style="list-style-type: none"> <li>Upload latest notification of formation of IQAC</li> </ul>		<a href="#">View File</a>		
<b>9. No. of IQAC meetings held during the year</b>		<b>5</b>		
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been 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. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>		<b>No</b>		
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>				
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>				
The Internal Quality Assurance Cell (IQAC) conducted Five IQAC meetings to take up issues related to quality as envisaged by NAAC				

and to ensure timely submission of AQAR Report by the College. The proceedings were documented properly and also uploaded on College website. Initiatives for blended teaching and learning : 1. The Internal Quality Assurance Cell (IQAC) of the College prepared, displayed and published Academic Calendar to ensure the in time conduct of all learning activities. Considering the perspective Plan for 2023-28, future plan of action for the year 2024-25 was also finalized and approved. 2. IQAC of the College in its initiative for improving teaching-learning system and addressing the different learning needs of the students, analysed the data of online/printed/verbal feedback obtained from students, parents, teachers, alumni, employers and members of Academic and Administrative Audit (AAA); and took suitable measures on the basis of the feedback. 3. Faculty members communicated thoughtfully formulated learning outcomes (POs, PSOs, and COs) of each subject in each semester to students and evaluated the attainments of these objectives by employing direct and indirect methods. 4. Faculty members maintained the schedule of the topic covered along with the mode of delivery in the work diary. 5. Teachers ensured usage of e-resources while teaching. Teachers accessed the ICT enabled seminar hall Lafani and smart classrooms for a better and technologically efficient teaching learning process. 6. To stimulate idea generation and fostering experiential learning among students various teaching-learning strategies such as group discussions, reading sessions, seminar presentations, case studies, role-plays, debates, industrial visits and field trips were organized. Moreover, to update students regarding various industries, interactive session of experts from academia and industry with students were arranged. 7. At the beginning of session/semester, procedures and criteria for internal and external examinations is explained thoroughly to the students. 8. Different modes like online/offline assignments, class tests, quizzes, case-studies and pre-university examinations were used for assessing students' learning attainments. 9. Tutorials, Intensive Study Programme and Remedial Teaching Classes were organized on the basis of class responses, class tests and feedback received from students. 10. Term-end-examinations were conducted as per GNDU guidelines. 11. Retests of PG students were conducted via Google classrooms.

Opportunities to learn and grow beyond the classroom for holistic development of students : 1. College aims at students' learning beyond the classroom by ensuring their representation and engagement across administrative, co-curricular, and extracurricular domains through a dedicated Student Council. 2. IQAC discussed and reviewed the need for adding new courses. On the recommendations, courses 'Diploma in Computer Animation' and 'Post Graduate Diploma in Web

Designing' approved by GNDU, Amritsar were introduced from the session 2023-2024. 3. Students were given opportunities and facilities for attending the MOOC Courses that were part of the Spoken Tutorial Project of IIT Bombay. 4. During the year 2023-24, the College has signed functional MoUs with institutions, industries, corporate houses like Pahal NGO, AOSC technologies, and organized webinars, interactive sessions and discussion sessions for augmenting academic interaction, placement and internship opportunities that students need for their professional and personal development. 5. Entrepreneurship Cell of the college organized programmes like Career Conclave 2024, Winter Carnival for promoting entrepreneurial skills amongst the students. 6. Rotaract Club and NSS unit of the college conducted various learning activities for promoting Life Skills among students for developing a sensitive approach towards the society. 7. Under the project 'Benti-A Humble Request', the ethical and moral values were communicated to the stakeholders verbally and through print media and a Session on Sign Language and a FDP titled 'Enhancing Pedagogical Practices in Accounting and Taxation' were conducted.

Supporting students: 1. The College extends financial support to students under 'Baba Nanak 550th Prakash Purab Scholarship Scheme' and 'Sardar Sant Singh Memorial Scholarship Scheme' for meritorious students and students belonging to underprivileged sections of the society respectively without any discrimination of caste and religion. 2. The students, who found it difficult to pay the semester fee in lump sum amount, were allowed to pay the fees in two installments by submitting their request in writing prior to the last date for deposit of fee. 3. Under the scheme 'SAUGAAT' Book Bank facility, students of the college were given an opportunity to take or exchange the books free of cost. 4. Students were counselled and guided for improving academic performance on the basis of results of Mid-term exams. 5. Sessions for the preparation for competitive exams were held.

Promoting research, publications and capacity building among the teaching and non-teaching staff : 1. The College provides financial support to teaching and non-teaching staff for attending online seminars/workshops/courses for enhancing their knowledge and academic profile. Under this initiative, faculty members enthusiastically completed different courses. 2. Research papers of the faculty members have been published in the journals. Teachers authored books/chapters in different books. 3. There is a provision for payment of honorarium to IQAC Coordinator. 4. Indian Council of Social Science Research has sanctioned Rs. 10, 52,000.00 for the major project 'Trend of Study and Settlement Abroad in Punjab: A

Study of Brain Drain and Impact of Covid-19'. 5. National Commission for Women sponsored National Level Seminar on 'Women in Decision Making Roles in Corporate' was held in November 2023. 6. Workshops/FDP on themes like Empowering Future Professionals: Navigating Cyber and Workplace Safety, Enhancing Pedagogical Practices in Accounting and Taxation were organized. 7. Seven-Days FDP on 'Emerging Trends in Research Methods & Teaching Pedagogies' was organized for teaching faculty. 8. Five days FDP on Administrative Training Program was organized for Non-Teaching Staff. Non-teaching Staff members also attended training programme related to Prodigy Fee Software.

Upgrading the Infrastructural Facilities: 1. On the basis of reports of Green Audit and Academic and Administrative Audit (AAA), the infrastructural facilities are added up every year. 2. On Grid and Off Grid Solar system have been installed to provide uninterrupted power supply during outages. 3. CCTV cameras have been installed. 4. Reference books, text books, competitive exams preparatory materials, journals and reading books are purchased annually as per the recommendations of faculty members and students. 5. The furniture for classrooms, Yoga Aashram Hall, Staff room, Library and office is either repaired or purchased. 6. AMC of computers, laptops and fire extinguisher is done on regular basis. Regular maintenance, networking updates, software installations, and hardware upgrades are also undertaken to ensure efficiency and reliability.

**12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year**

Plan of Action	Achievements/Outcomes
<p style="text-align: center;">Integration with the Indian Knowledge System</p>	<p style="text-align: center;">The college environment is thoughtfully designed to follow the traditional Guru-Shishya pattern, fostering holistic development. Teachers are approachable and supportive, ensuring that education extends beyond discipline-specific knowledge. Students, respectful and eager to learn, seek guidance from their mentors on diverse aspects of life, including making wise career decisions. To instil knowledge of India's rich cultural heritage and values, various</p>

learning activities were conducted: i) Although undergraduate and postgraduate courses are taught in English, teachers simplify concepts trilingually (English, Punjabi/Hindi) for better comprehension. ii) The day begins with a prayer recited in chorus, instilling humility and seeking divine blessings for righteous actions. iii) Special events such as Earth Day celebrations, tree plantation drives, and awareness campaigns for water and soil conservation are held to foster environmental consciousness. iv) Events like National Mathematics Day and National Youth Day celebrate the language, culture, and heritage of India, with a special focus on Punjab. v) Rituals and traditions such as observing Sankranti, hosting a Langar on Gurpurab, and celebrating Lohri promote cultural awareness and enthusiasm. vi) The Moral Education Forum actively inculcates ethics, etiquette, and life skills in students. Self-awareness, integral to the Indian Knowledge System, is emphasized through regular talks and interwoven into activities such as plays, debates, discussions, and NSS projects. Environmental care and Sarbat da Bhala (welfare of all) are central to the ethos, reflected in Rotaract projects like Saugaat (book exchange) and Spreading the Warmth (distributing clothes). College authorities often engage with students, imparting timeless

values of hard work, simplicity, family traditions, love for the mother tongue, wisdom in Indian literature, and the link between spirituality and mathematics. These initiatives ensure that students grow into ethical, culturally rooted, and socially responsible individuals.

#### Infrastructural Facilities

1. Addition of books for the preparation of competitive examinations and other reference material in the library as per the recommendations of faculty members and students. 2. Proper maintenance of computers, fire extinguishers, and other physical infrastructure in the campus was ensured. 3. Use of ICT was ensured in all academic and administrative sections of the College. All notices were circulated through class Whatsapp groups and posted on the website. Fee records are maintained electronically through ERP Prodigy Campus. 4. Required furniture/equipment was purchased/repaired for classrooms, and Yoga Ashram Hall. 5. Repainting of the college building was done for aesthetic and protective purposes. 6. A digital facility has been set up and is constantly updated with recordings of events, and e-resources, and has also been uploaded to the College YouTube channel for wider dissemination. 7. An on-grid and an off-grid solar power plant has been installed on the college campus. CCTV coverage has been enhanced at various places by installing



	<p>additional cameras thereby putting the entire campus under CCTV surveillance. 8. Prodigy Campus ERP has been adopted in the areas of Student enrollment and support.</p>
<p>Adherence to Outcome Based Education</p>	<p>1.Course and Program outcomes were communicated with students at the beginning of each semester. Orientation Sessions were organized to clearly articulate the expected outcomes at the end of each course.</p> <p>2.Personal Contact Programme (PCP) was conducted at the beginning of the session which helped in gauging the requirements and aspirations of the students in terms of their interest, aptitude, career aspirations and the challenges in pursuing the studies etc.</p> <p>3.Seminars, workshops, and interactive sessions alongside various activities such as Role Plays, Power Point Presentations, Quizzes and, Senior-Junior interaction widened the horizon of the students and helped them develop critical, analytical abilities and presentation skills. 4.The internal examination system was upgraded by adopting online/offline mode where required. The results of the internal examination were communicated to the students and on the basis of feedback, remedial and intensive study classes were arranged to ensure better performance of students in university examinations.</p> <p>5.Structured feedback was taken from students, alumni, teachers,</p>

employers through online/printed mode. Further, peer evaluation of teachers was done and linked with the feedback. The feedback was analysed using suitable tools and follow-up measures were undertaken on the basis of feedback received from students and other stakeholders. 6. The provision was made to ensure access of library facilities viz. issuance of books and access to old question papers etc. to the students through college website. 7. The college provides a sustainable research environment and culture through activities of the research unit where postgraduate students were motivated to write research-based articles under the guidance of the teachers for publications in the college magazine 'Sifti'. PG students also contributed as co-authors with the faculty in the Book 'Khoj Sanvaad' (publication in process) and presented papers in the National Seminar sponsored by the National Commission for Women. 8. The progress of the students in terms of academic performance, behaviour etc. was regularly monitored by the respective teacher In-charges to assess the efficacy of various programmes.

Development Programs for teaching and non-teaching staff

1. The College organized FDPs/ Workshops to upgrade the knowledge and skills of faculty as follows: i) Two Days NCW sponsored National Seminar on 'Women in Decision Making Roles in Corporate ii) Faculty Development Programme on

Enhancing Pedagogical Practices in Accounting and Taxation iii) 7 Days FDP on Emerging Trends in Research Methods & Teaching Pedagogies iv) Online Workshop on 'Intellectual Property Rights & Patents & Design Filing. 2.The financial assistance was enhanced and provided to the tune of Rs 25,500 In the year 2023-24 to faculty members for attending workshops, refresher courses, orientation programs etc. 3.Liberal on-duty leave and lecture adjustment were granted to the faculty members for attending seminars, conferences, orientation programs and FDPs. 4.The College organized an Administrative Training Program for Non-Teaching Staff to ensure the seamless adoption of ERP Prodigy.

Ensuring Skill Development through a Multidisciplinary approach

1.Frequent meetings were held with the members of the Placement Committee and Moral Education Forum to assess the needs of students and to design appropriate programs so that students can acquire relevant skills required for the job market. To make students aware of the skills required in different industries, several lecture sessions, seminars, and workshops were conducted during the year. 2.Seminars like Empowering Future Professionals: Navigating Cyber and Workplace Safety, The Expressionist-Level-I and Level-II Program, Employability Skills Program by Mahindra Pride Classroom, Awareness Session of Employability and Placement in

Banking Sector, Guidance Session on UGC Exam Preparation, Mock Interviews for College Students gave glimpses of educational qualifications and skills oriented programs organized by the college to develop skills required by the students in different sectors. 3.College collaborated with industry and academia and thus, organized a National Seminar on Women in Decision Making Roles in Corporate, Online Workshop on Intellectual Property Rights & Patents & Design Filing to augment academia and industry interaction. 4.To encourage ecological conservation practices among students, activities like Environment and its Conservation with Collaboration of NGO REAP Benefits, Cleanliness Drives, Celebration of World Environment Day, Workshop on E-Waste Management were organized by the College. 5.Student Council was entrusted the task of getting inputs from new and old students regarding the kind of assistance needed for their professional and personal development and accordingly Career Carnival was organized to help them in determining the best career route based on their educational and professional decisions. 6.Seminar on Ensuring Mental Well-Being and an Online Interactive Session on Menstrual Health - The Myths and Taboos was conducted to address the issues of anxiety, mental health, and other dilemmas of the students. 7.Entrepreneurship

Cell organized activities to promote the spirit of entrepreneurship and leadership in the College students. It organized Winter Carnival, Seminar on Tech Trends for Young Entrepreneurs, Expert Talk on Entrepreneurship Skills, Session on Online Trading & Decoding Business New Channels to encourage the young generation for entrepreneurial ventures. 8.To enhance collaborations with reputed firms for augmenting the placement and internship opportunities for the students, MOU was signed with MindCropper, Mohali, AOSC India Private Limited, Pahal (NGO), Jalandhar, TIMEs GM Institute, Amritsar, CL Educate Ltd. (Amritsar Centre), Choudhry Shares & Securities and Symbiosis Open Education Society, Pune. 9.Rotaract Club which works with an intent to transform students into responsible leaders actively organized events like Project Warmth 2023 - A Tale of Compassion and Care, Maha Shivratri Celebration and Blood Donation Camp. 10.NSS Unit of the College which works with the objective of developing the personality and character of the students through voluntary community service remain active throughout year. It conducted Cleanliness Drives, Celebration of World Health Day, World Red Cross Day Celebration, World No Tobacco Day, and World Environment Day as major activities.

**13.Whether the AQAR was placed before**

**Yes**

<b>statutory body?</b>	
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
SSSS College of Commerce for Women, Managing Committee	19/12/2024
<b>14. Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
2024	21/02/2024
<b>15. Multidisciplinary / interdisciplinary</b>	
<p>SSSS College of Commerce for Women, Amritsar, included in Section 2(f) and Section 12(B) of the University Grants Commission Act, adheres to the guidelines of Guru Nanak Dev University, Amritsar. Established with the vision to educate young women in career-oriented courses in Commerce and allied streams, the College currently offers seven degree programs: B.Com (Pass), B.Com (Honours), B.Com (Financial Services), BBA, BCA, B.Sc (Economics), and M.Com. Additionally, it runs PG Certificate Course in GST, Diploma in Computer Animation, and PG Diploma in Web Designing successfully. Beyond these academic programs, the College emphasizes skill development, IT application, and moral values by integrating degree courses with activities in art &amp; craft, folk dance, drama, music, environmental conservation, healthcare, and community development. This approach fosters holistic development and enhances the well-being of students. Signature events like SSSSian Fiesta showcase students' talents in cultural and theatrical domains, while the College's theatre group, Niralam, sensitizes audiences through plays on socially and culturally relevant issues. Computing Skills and IT Application: The Tech Forum, a regular project, imparts essential computing skills and promotes the application of IT knowledge across disciplines. Events like Tech Fest and IT quizzes encourage students to apply their learning in practical and innovative ways. Such initiatives not only enhance employability but also nurture a multidisciplinary mindset among students. Promoting Literature and Linguistic Heritage: Special events and regular activities, such as book discussion sessions for students and faculty, celebrate literature in English and Punjabi, the mother tongue. The College also fosters reading</p>	

habits through the annual Saugaat Book Bank Fair, promoting the ethos of sharing knowledge. **Practical Exposure and Career Development:** Through the Earn While You Learn scheme, internships, and summer training programs, students are encouraged to gain hands-on experience both on campus and off campus. These opportunities are provided even for courses where internships are not part of the curriculum, ensuring that students across disciplines acquire practical skills and professional exposure. **Seminars and Research:** The National Seminar on Women in Decision-Making Roles sponsored by the National Commission for Women exemplifies the College's interdisciplinary approach. Experts from Management, Human Development, Psychology, Research Methodology, and Law shared insights, fostering an understanding of leadership challenges and opportunities. The Research Unit further promotes inquiry through seminar/projects like Reducing Carbon Footprints, IT Equipment Recycling, and Impact of Digital Rupee, which reflect a commitment to addressing real-world issues. **Holistic Grooming for Practical Skills:** The College actively grooms students in stagecraft, event management, fundraising, and entrepreneurship skills. These initiatives empower students with practical capabilities essential for personal and professional growth. **Interdisciplinary Education and Values:** The College emphasizes the oneness of God by referencing global religions and their shared values, encouraging students to adopt an interdisciplinary perspective. Additionally, the Moral Education Forum booklet, now integrated into the academic curriculum, fosters ethical awareness through talks, group discussions, and role plays. Aligned with NEP 2020, SSSS College is steadfast in promoting interdisciplinary practices, fostering quality academics, and preparing students for a dynamic and inclusive future.

#### **16. Academic bank of credits (ABC):**

Under National Education Policy (NEP) 2020, the Indian government launched the Academic Bank of Credits (ABC), a nationwide facility to promote flexibility in curriculum framework and academic mobility of the students. In concurrence with Higher Educational Institutions (HEI) requirements regarding preparedness for NEP in the context of ABC, SSSS College of Commerce for Women, Amritsar has registered as HEI with the Academic Bank of Credits (ABC) platform under the DigiLocker framework. As per the instruction received from the Affiliating University and UGC, student induction programmes were organized to apprise the College students about various learning pathways and career opportunities available with the ABC facility. To ensure digital storage of the academic credits earned by College students, and to ensure credit mobility, all students of the College

enrolled since 2022-23 have been registered for the Academic Bank of Credits. This will enable the learners to avail the benefit of multiple entries and exits during the chosen program. Students enrolled in 2023-24 have created an ABC account at the abc.gov.in portal following the stated procedure. Proper follow-up has been done by college faculty regarding the registration of students in the Academic Bank of Credits. Mrs. Monika Shahi, Assistant Professor from the Department of Computer Science has been deputed as Nodal Officer to ensure proper implementation of ABC and conforming to all regulatory guidelines on behalf of the College. To implement the ABC framework in letter and spirit, and to make learners dexterous to adapt curriculum flexibility, endeavors are made to encourage the College faculty to adopt innovative pedagogical approaches and engage in multidisciplinary research. This move would ensure the seamless transition of students to the multidisciplinary curriculum with adroit faculty. To ensure this, faculty members of the College are encouraged to contribute towards publishing chapters in books, writing textbooks within the approved framework, and publishing research articles in journals of repute, resulting which many faculty members contributing towards publishing textbooks, chapters in multidisciplinary books and publishing research articles. The College faculty is also encouraged and supported to adopt innovative pedagogical approaches within approved framework and thus, faculty makes extensive use of tailored methods such as role plays, quizzes, assignments, field visits, rubrics for assessment of students' performance to offer better understanding of curriculum and industry functioning to the students. At the beginning of the session, faculty members are asked to submit a list to the library of textbooks, reference books or study material required for effective delivery curriculum and books are made available to faculty for smooth execution of teaching learning process. Faculty members are given adequate discretion to select textbooks recommended for students and also select reading material pertinent to effectively cover the curriculum of the subject. Thus, the College is undertaking initiatives and necessary actions as per the guidelines to implement the Academic Bank of Credits to build vibrant communities of scholars and peers thereby, enabling the students to become well-rounded individuals.

**17.Skill development:**

SSSS College of Commerce for Women envisions encouraging, endowing, and empowering young women through skill-oriented programs relevant to regional and global dynamic employment markets in an atmosphere radiant with professional work cultures and a spiritual aura. The



mission of the College is to equip citizens with knowledge, skills, and values to build an inclusive, just, and progressive society. To implement varied skill development strategies, the college ensures that the faculty is professionally updated. As per NEP-2020, the College endeavors to strengthen students' skill set to make them dexterous to take up professional careers. To develop students' skill sets and make them industry-ready, certificate and value-added short-term courses are introduced from time to time. IQAC members and faculty members explore the gaps in the existing curriculum and the requirement of add-on courses for students. In its effort to strengthen the vocational education and soft skills of students in alignment with the National Skills Qualifications Framework, the College runs skill enhancement programmes such as Bridge Course in Soft Skills and the PG Certificate Course in GST, PG Diploma in Web Designing, and Diploma in Computer Animation. To further develop these skills amongst students, wide spectrums of activities viz. Business quiz, Ebiz, debate, declamation are organized by the Sirjana Committee, Spark Committee throughout the year. 'Niralam-The Theatre Group of the College' directs and organizes activities and events focused on imbibing truthfulness and righteousness among students. Furthermore, to infuse Ethical, Constitutional, and Universal human values amongst students' extension activities are regularly organized by the NSS Unit of the College. Moreover, the Rotaract Club enables the students to build leadership skills, expand their education, build cultural values, and learn the value of service. These units and wings organize a range of activities throughout the year in the form of Cleanliness Drives, Voters' Awareness Camps, Blood Donation Camp, Project Warmth 2023 - A Tale of Compassion and Care, A Session on the Environment and its Conservation in Collaboration with NGO REAP Benefits, Sessions on Preventing Cervical Cancer, Enlightening Session on Sign Language etc. The College makes efforts to make the teaching-learning process more student-centric to ensure that students identify their core interests and acquire relevant skills required for the job market. Several lecture sessions, seminars, and workshops are conducted throughout the year to make students aware of the skills required in different industries. The Expressionist-Level-I and Level-II program, Employability Skills Program by Mahindra Pride Classroom, Online Workshop on Intellectual Property Rights & Patents & Design Filing were organized in 2023-24. Moreover, Career Carnival polished students' skills, guided them about future market trends, and helped them determine the best career route based on their educational and professional decisions. The College collaborates with reputed firms and engages the services of Industry veterans and Master Crafts persons to provide vocational skills to students and fill the gaps between theoretical education and practical knowledge. Thus, it

organizes webinars, interactive sessions, and discussion sessions to augment academic interaction, placement, and internship opportunities that students need for their professional and personal development. These include an Awareness Seminar on Tech trends for Young Entrepreneurs, an Expert Talk on Entrepreneurship Skills, the Winter Carnival, a Session on Online Trading & Decoding Business New Channels, an Awareness Session of Employability and Placement in the Banking Sector, Empowering Future Professionals: Navigating Cyber and Workplace Safety etc. The college seeks to impart Value-based education and imbibe various life skills among the students to ensure holistic development of students. Thus, by organizing various activities through Moral Education forum the College attempts to inculcate positivity among the students to ensure the development of human values and life-skills. Another practice worth mentioning here is the encouragement and facilitation for MOOC courses by the College to its students. It enables the students to polish their skills and enhance their proficiency in multiple disciplines so that they can sustain and grow in the contemporary world. In this context, the College offers opportunities and required facilities to the students for attending Spoken Tutorial Project of IIT Bombay. Thus, the College is leaving no stone unturned/undertaking every possible initiative to strengthen the skill set of the students to ensure their seamless transition from mainstream education to industry ready professional.

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

The College believes and follows strategies for integrating Indian Knowledge System (IKS) within existing educational frameworks as prescribed by the affiliating University, Guru Nanak Dev University, Amritsar. For instilling knowledge of India and its varied social & cultural values, and technological updates, its inimitable artistic, language, and knowledge traditions, and its strong ethics in the minds of young women students, varied learning activities are planned and conducted throughout the academic session. Recognizing the paramount importance of Punjabi language and culture, the college intertwines various cultural events, publications, and academic endeavors with the essence of Punjabi heritage. Celebrations spanning Rashtriya Ekta Divas, Mathematics Day, Lohri, Diwali Mela, and more are infused with the vibrancy of Punjabi traditions, infusing daily life with cultural richness. Moreover, educational activities encompass quizzes, discussions, and research, delving into the literature and cultural tapestry of Punjab. Notably, student research finds its platform in publications like the College Magazine 'Sifti,' (for instance, MCom student conducted

research on 'Understanding How Mothers Help Kids Read: A Study on Parental Involvement'), while ongoing endeavors include forthcoming publications on notable personalities and the revered Sri Guru Gobind Singhji. The institution's Moral Education Forum stands as a testament to its commitment, nurturing ethics, manners, and values. Students and faculty commence each day with collective prayers, seeking blessings for righteous actions. Ethical teachings from global religions and the teachings of Sri Guru Granth Sahib and Bhagwad Gita are seamlessly woven into the academic fabric, encouraging intellectual growth and confidence across departments. Encouraging deeper cultural engagement, students are urged to partake in examinations like the SGPC Scholarship Exam and those by the Guru Gobind Singh Study Circle, focusing on Punjab's history, Sikh philosophy, and cultural heritage. Under the project 'Benti-A Humble Request' the ethical and moral values are communicated to the stakeholders verbally and through print media. The college library, housed in a heritage building, proudly hosts an array of literature in Punjabi, Hindi, English, and Urdu, along with an impressive collection on religions. While English serves as the primary medium of instruction, the faculty adeptly elucidates concepts in trilingual formats (English, Punjabi/Hindi), ensuring a harmonious blend of Western knowledge and indigenous traditions. The college emphasizes the significance of broadening horizons while fortifying cultural roots. These publications serve as guiding beacons, nurturing a deeper understanding of diverse cultural landscapes while reinforcing the importance of preserving and cherishing linguistic heritage. At the college level, debate and declamation, Quizzes, are being organized wherein fostering the Indian knowledge system is the main focus. For creating the love for learning 'Goshathi' is arranged for the faculty wherein they discuss the book they read. Language teachers ensure that the students read the text in the class. Yoga Day and Language days like Hindi Divas and Punjabi Divas are also celebrated. Rituals that create praxis of habits and hence, bring knowledge into learners' day to day actions are celebrated with full zeal and enthusiasm. These include observing Sankranti every month and ensuring the distribution of Parsad amongst all students, arranging Community Kitchen once a year, celebrating festivals like Makar Sankranti, Christmas, Shivratri etc. and covering head at the time of honouring the guests. Assimilating the best of the western culture while retaining indigenous traditions as well is also evident from the uniform of the students, this is white suit-salwar and dupatta or white Shirt with Blue Jean and Scarf. Various talks, seminars, role plays, theatrical items, cultural programs and competitions are organized for promoting Indian culture and heritage and values. For instance, for sensitizing the students towards the special needs of others

'Session on Sign Language' was conducted. During the Career/Winter Carnival while exploring the entrepreneurship abilities students put up several stalls comprising a wide range of handicrafts, hand-knitted crochet items, handmade accessories, home-made eatables, nail art, Mehendi, Rangoli, Art exhibition, Painting, vermicompost, folk music and dance, and numerology consultation with the purpose of continuing and preserving the heritage and treasure of different communities. These endeavours not only aim at inculcating practice, ethic and cultural values but also promote their skills and provide students with the business ideas that they may use in their future as a profession.

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

The college adheres to Outcome-based education (OBE) with the emphasis on ensuring that the students master skills that will help them to achieve successful career path. In order to ensure a student-centric teaching and learning methodology, the course delivery and assessment are planned in advance to achieve the stated objectives and outcomes. The college places emphasis on a clearly articulated idea of what students are expected to know and be able to do by the end of the course. For achieving the aforesaid purpose:

- Both the Course and Program Outcomes are discussed with the students at the beginning of each semester that describes and reliably demonstrates significant and essential learnings.
- The College offers a Bridge Course at the beginning of each academic year that focuses on enhancing Communication Skills, Computer Fundamentals, and Basic Accountancy. Personal Contact Programme (PCP) is the regular programme which held every year in the beginning of the session. During PCP, a panel of members of the faculty meets new student individually. PCP helps in gauging the requirements and aspirations of our students in terms of their interest, aptitude, career aspirations and the challenges in pursuing the studies etc. In order to deliver Outcome Based Education, the college organizes tutorial classes, Mentor-Mentee program, seminars, workshops, and interactive sessions across all courses that incorporates ICT platforms alongside traditional classroom instruction. The students are encouraged to actively participate in all college activities including workshops, seminars thereby focusing on career and skill development of the students. Besides this, various activities such as role plays, power point presentations, quizzes and senior junior interaction provides the students the flexibility and freedom of learning in their ways and at the same time ensures that the students take responsibility for their goals. These activities aim to impart knowledge, foster core skills, develop professional ethics, inculcate the ability to work

effectively as an individual and as a team, develop communication skills and ensures life-long learning. • As far as measuring the Course Outcomes are concerned, the main aim of each course and curriculum is not only to help students score good marks in the examination but to make them skilled enough to fill the gap between industry requirements and what the curriculum offers. In order to achieve the desired outcome, students are informed about the assessment criteria for each course subject in advance. Faculty members evaluate how well course outcomes are being met through extracurricular activities such as discussions, quizzes, in-class assessments, mid-term and final exams, and student feedback. To ensure students' success, our institution provides Remedial classes to address knowledge gaps and Intensive study sessions before final semester exams to clarify doubts and build exam confidence. For fostering a research-oriented mindset, we encourage the students to engage in scholarly activities, such as writing research articles for our college magazine, "Sifti", sending contributions to various journals of national and international repute including the college journal, "Khoj Sanvaad". The College also keeps a track of the progress of its alumnae regarding further education and placement in various organizations. Further, the college holds various faculty development programmes from time to time. Special faculty meets are organized in order to discuss the outcomes in terms of the students results in mid semester examinations and the final semester examinations. Faculty members acting as representatives of the University's Board of Studies make valuable suggestions from time to time for uplifting the quality of the curriculum being taught to the students. By adopting OBE, our college prioritizes student learning, employability, and their overall success.

#### **20.Distance education/online education:**

a) Academic Collaboration: Symbiosis Centre for Distance Learning- During the 2023-24 academic session, our College partnered with Symbiosis Centre for Distance Learning to offer PG Diploma in Distance Mode. This collaboration led to the establishment of the college as a sole approved Symbiosis Distance Learning Centre within the University's jurisdiction and beyond. b) i) Enhancing Teaching-Learning with ICT-Enabled Tools- Our institution seamlessly integrates technology into teaching-learning activities, fostering a student-centric approach. Teachers leverage ICT-enabled devices, e-learning resources, online lectures, and interactive quizzes to create engaging experiences. During the pandemic and the post pandemic period, the college transitioned to digital teaching, adopting Google Workspace for Education Fundamentals. Faculty Development Programmes ensured that teachers effectively utilized

online tools, enabling them to post and schedule coursework, evaluate learning, record student achievement data, facilitate real-time collaboration through Google Docs, Sheets, Slides, Forms, and Jamboard. These tools cater to diverse learner's needs, enhancing the teaching-learning process. Teachers utilized Google Meet, Chat, and Gmail to communicate with students, providing timely support and clarifying doubts. Additionally, our College library offers faculty and students access to a wealth of electronic resources, including e-books and e-journals. These resources facilitate seamless learning, research, and academic growth. ii) Blended Learning: Preparing Students for the Digital Age- The institution prioritizes equipping students with technological prowess and innovative thinking, empowering them to contribute meaningfully to society. To achieve this: -Faculty creates and uploads educational videos to the College's YouTube channel. - Faculty and students engage with Massive Open Online Courses (MOOCs) - Collaboration with IIT Bombay's through Spoken Tutorial Project, offers certification in various areas, including programming languages and software applications. - Our postgraduate programs incorporate blended learning, combining online and offline instruction to accommodate students' schedules. - Students participate in short-term courses, seminars, webinars, and workshops aligned with their interests and skill gaps. The recent initiatives of the college include programs and collaborations with various organizations for sessions on employability, placements and entrepreneurship in online mode, further instill leadership skills and broaden career opportunities for young women. These efforts demonstrate our institution's commitment to online education, leveraging technology to foster an innovative learning environment.

## Extended Profile

### 1.Programme

1.1 294

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

File Description	Documents
Data Template	<a href="#">View File</a>

### 2.Student

2.1 870

Number of students during the year

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

2.2

1440

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

File Description	Documents
Data Template	<a href="#">View File</a>

2.3

310

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

### 3.Academic

3.1

42

Number of full time teachers during the year

File Description	Documents
Data Template	<a href="#">View File</a>

3.2

42

Number of sanctioned posts during the year

## Extended Profile

### 1.Programme

1.1	<b>294</b>
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 2.Student

2.1	<b>870</b>
Number of students during the year	

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

2.2	<b>1440</b>
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	<b>310</b>
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 3.Academic

3.1	<b>42</b>
Number of full time teachers during the year	

File Description	Documents
Data Template	<a href="#">View File</a>



3.2	42
Number of sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	23
Total number of Classrooms and Seminar halls	
4.2	77.6563625
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	114
Total number of computers on campus for academic purposes	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

The college is currently having the following mechanism for effective delivery of curriculum. In the beginning of a new academic session, the courses are allocated to various faculty members based on their expertise and subject preferences by the HODs and approved by the Principal. The course outcomes and programme outcomes are designed and discussed with the students in the classes and are also uploaded on the college website in the beginning of the session. The time table is displayed on notice boards as well as posted in WhatsApp groups of various classes. Work diaries are maintained by staff members on a daily basis. The entire syllabus of each semester is divided into two terms and is uploaded on the college website. In addition to the traditional lecture method, new and innovative learner- centric teaching techniques such as flip-method of teaching, workshops, seminars, group discussions, story telling, quizzes, case-studies, mock viva-voces, assignments, video lectures etc. are employed to encourage students' active participation. For imparting practical

knowledge and hands-on experience to the UG and PG students, the teachers use requisite software like Tally ERP 9 and SPSS. The FDPs on teaching pedagogies are arranged from time to time to ensure effective teaching.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://ssssccw.edu.in/academics/">https://ssssccw.edu.in/academics/</a>

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

In the beginning of each academic year, a well-structured academic calendar with key milestones is prepared incorporating various curricular and co-curricular activities. In pursuance of its action plan for performance evaluation of the students, Mid-term and Pre University examinations are planned well in advance as per the academic calendar which helps to fulfill the desired learning outcome targets in a well-organized manner. The continuous evaluation of the students is done by conducting various co-curricular activities such as quizzes, mock viva-voce, seminars, class-tests and assignments. Intensive study program is designed for the advanced learners for various classes so as to help them to showcase outstanding performance in the university examination. The college offers specialized remedial classes conducted for the slow-learners for clarifying their doubts and queries and to help them to improve their performance in the term end exams. The faculty members also act as mentors to a specified group of students to address their individual needs and to provide them appropriate guidance. In case any student requires special attention or the nature of the problem mentioned is unusual, then the matter is brought to the notice of the principal immediately.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://ssssccw.edu.in/news/academic-calendar/">https://ssssccw.edu.in/news/academic-calendar/</a>

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum**

**C. Any 2 of the above**

**development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## **1.2 - Academic Flexibility**

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

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

**9**

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	<b>No File Uploaded</b>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

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

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

**7**

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

493

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

The college demonstrates a firm commitment to integrating professional ethics, gender sensitivity, human values and environmental sustainability into its curriculum, fostering the holistic development of students.

The college has introduced impactful annual initiatives. 'Project Warmth' aims to support the homeless and underprivileged by distributing warm clothing during winter, fostering compassion and community responsibility among students. 'Saugaat', under the college's Book Bank Scheme, encourages the practice of sharing books among learners.

The prescribed curriculum by GNDU incorporates essential themes on professional ethics, human values, and environmental sustainability. Papers such as Environmental Studies, Drug Abuse, and Business Organization and Corporate Governance specifically address environmental challenges, ethical business practices, and the professional code of conduct. Additionally, the college's Moral Education Forum regularly conducts sessions to deepen students' understanding and practice of moral and ethical

principles.

The college extends this learning beyond classrooms through vibrant extracurricular activities organized by units like NSS, SVEEP, and the Rotaract Club. These activities emphasize civic responsibility and ethical behavior through campaigns on voter awareness, road safety, cleanliness, menstrual hygiene, and blood donation.

By integrating academic knowledge with hands-on social engagement, the institution ensures that students not only internalize these crosscutting issues but also apply them meaningfully in life.

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

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

7

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	<a href="#">View File</a>

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

347

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

#### 1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni**

A. All of the above

File Description	Documents
URL for stakeholder feedback report	<a href="https://ssssccw.edu.in/naac/students-feedback-analysis-report/">https://ssssccw.edu.in/naac/students-feedback-analysis-report/</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	No File Uploaded

**1.4.2 - Feedback process of the Institution may be classified as follows**

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://ssssccw.edu.in/naac/students-feedback-analysis-report/">https://ssssccw.edu.in/naac/students-feedback-analysis-report/</a>

#### TEACHING-LEARNING AND EVALUATION

##### 2.1 - Student Enrollment and Profile

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of students admitted during the year**

870

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

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

189

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 the learning levels of the students and organizes special Programmes for advanced learners and slow learners

We take pride in providing inclusive education that caters to the diverse needs of our students. Imparting quality education to both slow learners and advance learners is cornerstone of college's philosophy. We thrive to provide tailored support, fostering academic excellence and personal growth of all the students.

It is necessary to understand the learning levels of the students. Previous examination credentials are helpful for this purpose. Further, mid semester examination, class room interaction and participation in class room are the various tools used to assess the students as advanced learners and slow learners.

To nurture the enthusiasm and academic excellence of advance learners, special programmes viz. skill based Orientation lectures by the experts in the field, professional counselling programmes, seminars, skill-based and value-added workshops, conferences, educational tours to industries are organized for all students.

To enhance morale and confidence among slow learners, academic and personal counselling is provided. Based on the students' needs and

requirements, some tailored learning plans like remedial classes are organised .During these classes, topics are re-taught, explained or doubts are clarified with extra academic support. Small assignments for practice are given to them to strengthen the concepts.

File Description	Documents
Paste link for additional information	<a href="https://ssssccw.edu.in/wp-content/uploads/News-Bulltin-2023-compressed.pdf">https://ssssccw.edu.in/wp-content/uploads/News-Bulltin-2023-compressed.pdf</a>
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
870	42

File Description	Documents
Any additional information	<a href="#">View File</a>

## 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 aims at promoting inclusive education, fostering intellectual growth and enhancing learning outcomes.

Besides mid semester examination, various teaching strategies are tailored to meet individual needs. For instance methods like group discussion, seminar presentations, regular class test, quiz, interaction with students are practised to develop critical thinking and communication skills among students.

The institution has initiated to provide a supportive and engaging learning environment that addresses the varying needs of advanced and slow learners, ensuring equal opportunities for academic success. To enrich the learning process of advanced learners ,intensive study programmes and mentorship activities have been the integral part of our academic culture. Similarly remedial classes with specific topics are conducted and small assignments are given to the slow learners to improve their academic performance and build up confidence among them.



Collaborative learning like Group study in the classroom and junior senior interaction classes enhance intellectual skills of the students. Industrial visits and field trips develops vision among them. Case study and role playing make them understand the core concepts. Experts from academia and industry are invited to share their special knowledge, skill and expertise to the students and facilitate interaction .Story telling and video playing methods are incorporated by language teachers.

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

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

Our college aims to employ Information and Communication Technologies in an effective manner for improving the teaching-learning process. Hence, it has incorporated several measures to ensure effective use of ICT tools to deliver interesting and interactive learning experiences to the students.

The college provides high-speed internet connectivity at Bibi Raj Devi block and Computer labs. Projectors have been installed in five classrooms along with audio-visual equipment to present ideas with students in an interactive manner.

Faculty members use PowerPoint presentations to deliver lectures, incorporating multimedia elements such as videos, animations, and interactive quizzes. We utilize online learning platforms - Google Classroom to share course materials, assignments, and make announcements.

Familiarity with ICT tools prepares students for a technology-driven workplace. Skills gained from using ICT in college, such as digital literacy, collaboration through digital means, help the students to be dexterous in using cyber space and seamlessly adopt various professional roles.

The college conducts regular workshops and training programs to equip faculty with the necessary skills to effectively use ICT tools. The faculty is encouraged to explore innovative teaching

**methodologies, such as flipped classrooms, online discussions etc.**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

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

#### **2.3.3.1 - Number of mentors**

**42**

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<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**

**42**

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

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

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

6

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

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

#### 2.4.3.1 - Total experience of full-time teachers

380

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

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

The College places great importance on assessment as an essential indicator of student performance and effective teaching and learning processes. It maintains a transparent and robust mechanism of internal assessment. Students are provided with clear assessment criteria, and faculty members ensure timely evaluation and feedback. The College strives to create an effective assessment process that promotes student learning and growth.

As an affiliated institution of Guru Nanak Dev University, Amritsar, the College adheres to the university's rules and guidelines regarding assessment and evaluation.

Most courses do not necessitate internal assessment as per the University norms. However, exceptions are made for seminar reports of B.Com Semester II and SemIV , BBA Sem IV, and BCom FS Sem III and V .

The assessment of seminars takes into account various parameters, such as report content, presentation mode, communication skills, viva-voce and confidence. Seminar schedules, and assessment criteria are prominently displayed on notice boards and shared with students through their class WhatsApp groups. Awards for internal assessments undergo a moderation process, the criteria for this moderation is led by the Heads of Departments (HODs) to ensure fairness and accuracy.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

The college follows a transparent, time-bound, and systematic approach to ensure fairness and efficiency in handling grievances related to internal examinations.

#### 1. Transparency and Stakeholder Engagement:

Term syllabus plans and date sheets for internal examinations are meticulously drafted and shared with all stakeholders for feedback.

Finalized details are published on the college website for easy access.

#### 2. Conduct and Evaluation of Internal Examinations:

The Internal Examination Committee oversees the entire process, including setting, moderating, and verifying question papers.

Evaluated answer scripts are shown to students and subject teachers discuss expected answers, explain marking criteria, and address student concerns.

#### 3. Grievance Redressal Mechanism:

A dedicated grievance handling committee is in place to address any issues beyond the immediate scope of teachers or departments. Students are informed about the grievance web link and direct

contact modes to reach the committee members.

#### 4. Parent-Teacher Communication:

Parents are invited to visit the college to discuss their ward's performance and address any concerns.

#### 5. Accountability and Timeliness:

The principal monitors entire process, from evaluation to result follow-up, through regular meetings which is completed within 20 days from the last examination date.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="https://ssssccw.edu.in/grievance-redressal-cell/">https://ssssccw.edu.in/grievance-redressal-cell/</a>

## 2.6 - Student Performance and Learning Outcomes

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

For effective teaching, learning, and student success, program and course outcomes are communicated clearly. Institution gives students a clear picture of what they would accomplish when they finish their studies by clearly stating and showing these outcomes. Important Communication Techniques for Program and Course Outcomes: Website Publication: The program and course outcomes are uploaded on the institution's website . The outcomes are conveyed in lucid languageto ensure that students from all backgrounds can comprehend it clearly.

#### Communication to Teachers:

Faculty Orientation program: Comprehensive training on the program and course outcomes, emphasizing their importance in curriculum development and assessment is provided to faculty.

Regular Updates: Keep faculty informed of any change or update regarding the outcomes to ensure consistency and alignment.

#### Communication to students:

**Course Syllabi:** Each syllabus provides a concise description of the objectives of the course as well as an explanation of how these objectives relate to the general goals of the program.

**Orientation Sessions:** During these sessions , program and course objectives along with how they connect to their long-term professional objectives are conveyed to students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://ssssccw.edu.in/academics/courses/program-and-course-outcome/">https://ssssccw.edu.in/academics/courses/program-and-course-outcome/</a>
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

**Assessments of course outcomes (COs) and program outcomes (POs)** ensures the quality and effectiveness of the academic curriculum. Systematic approach is followed for assessing outcomes.

**1. Mapping of Outcomes:** Each course outcome is mapped with appropriate program outcomes. This clearly indicates how each course maps with specific objectives like critical thinking, knowledge or communication.

**2. Continuous Assessments** The college conducts tests, assignments, projects, and lab work to continuously evaluate the progress of students in respect of the achievements of the outcomes for every course. These assessments are associated with defined COs and POs.

**3. Feedback and Surveys:** Feedback from the students, exit surveys, alumni feedback, and the employers' feedback are utilized to comprehend how well prepared the students are for research and industry.

The college ensures that the attainment of course and program outcomes is aligned with industry needs, as well as the attainment of something which is well grounded within higher standards of academics; thus, it fosters continuous improvement in quality.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="https://drive.google.com/file/d/14fyZLMUos_e63eEbnRo5ly-oc4GjFWiAr/view?usp=sharing">https://drive.google.com/file/d/14fyZLMUos_e63eEbnRo5ly-oc4GjFWiAr/view?usp=sharing</a>

### 2.6.3 - Pass percentage of Students during the year

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

299

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	<a href="https://ssssccw.edu.in/annual-report-2023-24/">https://ssssccw.edu.in/annual-report-2023-24/</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://ssssccw.edu.in/naac/students-feedback-analysis-report/>

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

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

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

Rs. 8.90868 (INR in Lakhs) (Grant received for ICSSR major project during the year: Rs.736400 and Grant received for two days national seminar sponsored by NCW Rs. 154468)

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

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

#### 3.1.2.1 - Number of teachers recognized as research guides

0

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	No File Uploaded

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

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

1

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="https://icssr.org/">https://icssr.org/</a>

## 3.2 - Innovation Ecosystem

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

The college excels at fostering a culture of innovation and continuous learning through strategic initiatives and



collaborations. Its collaboration with IIT Bombay provides students access to a diverse range of MOOCs, broadening their learning experience beyond traditional curricula. The Spoken Tutorial Project by IIT Bombay enhances employability by offering free certifications, equipping students with in-demand skills for a competitive job market.

The Research Unit promotes academic excellence through initiatives like the NCW-sponsored National Seminar on Women in Decision-Making Roles in Corporate, Alumni Satisfaction Surveys, and analysis of Students' Subject Choices at the Secondary Stage. By mentoring students in small-scale research projects and encouraging their participation in academic conferences, the unit fosters a research-driven mindset.

The Entrepreneurship Cell (E-Cell) inspires leadership and innovation by instilling an entrepreneurial spirit through workshops, seminars, and events like the Winter Carnival. It offers mentorship, resources, and networking opportunities to help students transform ideas into successful ventures.

The college also emphasizes Intellectual Property Rights (IPR) awareness through annual workshops and online sessions in collaboration with RGNIIPM, Nagpur, earning recognition from the Government of India. In essence, the college serves as a beacon of innovation and empowerment for its community.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://ssssccw.edu.in/regular-programmes/mooc-details/">https://ssssccw.edu.in/regular-programmes/mooc-details/</a>

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

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

9

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

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

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

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	No File Uploaded
Any additional information	No File Uploaded

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

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

0

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	No File Uploaded

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

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

1

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.4 - Extension Activities

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

The college organized diverse extension activities to foster teamwork, community service, health awareness, education, and environmental conservation. Fun sessions by NGO Reap Benefit from Bengaluru encouraged cooperation and community-building, while a blood donation camp, in collaboration with Rotary Club Amritsar Central, saw 34 volunteers, including staff and students, actively contributing. The Swachhata Sanjh campaign inspired students to become Swachhata Saathis and participate in cleanliness drives.

Health awareness initiatives included cervical cancer prevention sessions by NGO Phulkari, emphasizing vaccination and healthy living. Additional campaigns addressed menstrual health, focusing on PCOD management and dispelling myths. A mental well-being session by psychologist Ms. Manveer Kaur emphasized mindfulness and stress resilience.

Social responsibility programs like Project Warmth provided warm clothing to underprivileged women and children in Amritsar's slums. Mahashivratri celebrations included distributing milk and biscuits to the needy. The college also commemorated freedom fighters Bhagat Singh, Sukhdev, and Rajguru through rallies, presentations, and poetry.

Environmental conservation efforts included e-waste management workshops, raising awareness about recycling, and campus cleanliness drives to maintain a hygienic environment. Moreover, Project Benti - A Humble Request promoted ethical values, with pamphlets distributed among students, faculty, and the community. These initiatives reflect the college's dedication to societal and

**environmental responsibilities.**

File Description	Documents
Paste link for additional information	<a href="https://ssssccw.edu.in/activities-2023-24/">https://ssssccw.edu.in/activities-2023-24/</a>
Upload any additional information	<a href="#">View File</a>

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

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

**5**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

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

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

**24**

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

<b>3.4.4 - Number of students participating in extension activities at 3.4.3. above during year</b>	
<b>3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year</b>	
2841	
File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>
<b>3.5 - Collaboration</b>	
<b>3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year</b>	
<b>3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year</b>	
29	
File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>
<b>3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year</b>	
<b>3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year</b>	
7	

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

The college has strived for excellence in teaching and learning, providing top-notch infrastructure for higher education. College has:

1. 21 classrooms including 7Wi-Fi enabled, 5 smart classrooms, 10 with CCTV cameras.
2. 2 wifi enabled seminar halls- Lafani(90 seat capacity) & RoseVilla hall(228 seat capacity) are used for conducting seminars, workshops and extension lectures.
3. 5 Computer Laboratories with 122 systems (IBM/Dell/Lenovo) with latest specifications (Intel Core 2 Duo, Dual Core, Core i3, i5, i7 processors), licensed software, fitted with networking and Wi-Fi facilities, network Security implemented through firewall, and IT equipment updated regularly.
4. 3 fully HD portable projectors, 5 HP i5 Laptops for enhanced teaching, learning, research, and administrative efficiency.
5. Accounting lab with a wide variety of forms/documents/reports, gives a glimpse of working in banking and corporate sector to students.
6. N-Computing Lab (Green Computing initiative) for post graduate classes.
7. Well-stocked library equipped with library management software, carrying 6885 volumes, having books, journals, magazines, newspapers.
8. Sovina block with separate workspaces for NSS, Research unit, Music and Student Council.
9. Yoga Ashram for yoga practice.
10. Gurmat Bhawan for spiritual growth.

11. Fire extinguishers installed throughout campus.
12. Ramp facility is available for physically challenged students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://ssssccw.edu.in/about/facilities/">https://ssssccw.edu.in/about/facilities/</a>

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

**Facilities available for cultural activities:**

SSSS College promotes holistic development through diverse value-based cultural activities, nurturing students' intellectual, emotional, and social growth. To promote cultural events, the college has following facilities

1. Vidyak Bhavan, an auditorium, established in 2013 covering 47197.396 Square Feet area, at the extension campus of the College. BackStage of the Vidyak Bhavan Auditorium is facilitated with the availability of needed requirements.
2. To carry out multifarious events of the college, Rose Villa Hall, covering 6114 Square Yards area, established in 2006, having seating capacity of 228 students, is used.
3. Open air stage is also used for holding cultural programs

**Facilities available for sports and games:**

The following sports grounds of the college are available at the Extension Campus:

1. Basketball Ground(Established in 2016) covering 28m\*15m area,
2. Hockey Ground(Established in 2001) covering 110m\*98m area,
3. Volleyball Ground(Established in 2017) covering 18m\*9m area,
4. Football Ground(Established in 2013) covering 100m\*90m area.

Simple sports equipments are also available in the College for the use of the students.

**Facilities available for yoga:**

Yoga Ashram' is a place exclusively designed for the practice of yoga, equipped with yoga mats for student use. It covers an area of 17.8m\*8.5m.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://ssssccw.edu.in/gallery/raqs-e-rooh/raqs-e-rooh-videos/">https://ssssccw.edu.in/gallery/raqs-e-rooh/raqs-e-rooh-videos/</a>

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

10

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

15.94923

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource



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

The College library is fully automated with an integrated Library Management System (LMS). The various housekeeping activities of the library such as data entry, issue and return and renewal of books, member logins etc are done through the software. The library stocks 6885 volumes of books and subscribes to 26 printed journals, 2 online journals and 10 news papers. The Books are classified according to Dewey decimal classification. OPAC (Online Public Access Catalogue) service is also provided where the users can search the collection of books by title and author. The books are being bar-coded and the users are given a unique barcode ID. A part from the printed books the library is having accessto online journals. The users are made aware to access, browse and download e journals and databases. User orientation is provided at the beginning of the year regarding the various facilities, services and resources available in the library.

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

## 4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

B. Any 3 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

0.98434

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
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 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)

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

36

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

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

**Institution Frequently Updates Its IT Facilities, Including Wi-Fi**

The College consistently ensures state-of-the-art IT infrastructure and application software to support academic and research activities. Key features include:

1. Computer Labs
2. Network Connectivity
3. Wi-Fi Facility
4. Internet Service Providers
5. Administrative IT Infrastructure
6. Smart Classrooms and Seminar Halls

**7. System Maintenance and Upgradation****8. CCTV Surveillance****9. Cybersecurity****10. Digital Learning Platform****11. Power Backup Facility**

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

**4.3.2 - Number of Computers**

122

File Description	Documents
Upload any additional information	<a href="#">View File</a>
List of Computers	<a href="#">View File</a>

**4.3.3 - Bandwidth of internet connection in the Institution**

A. ? 50MBPS

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

**4.4 - Maintenance of Campus Infrastructure****4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

28.23771

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

#### Policy for Maintaining Physical, Academic & Support Facilities

1. Regular monitoring & checking of all physical, academic & support facilities
2. Do's & Don'ts are defined for maintenance of infrastructure.
3. Smart Classrooms maintained & updated regularly.
4. AMC of computers & laptops done on regular basis.
5. Improvement in Teaching-Learning by enabling environment for research & innovation.
6. Special support for differently-abled students.
7. Creation/renovation of present infrastructure & relocation of spaces for creating congenial teaching-learning facilities.

#### Procedure for Weeding Out Library Books

Reading material like books, reference books, journals and periodicals get worn out or become obsolete due to revisions in the curriculum.

1. Books for weeding out are identified by the subject teachers. The list is placed before the Principal for approval.
2. Useful books/reading material is disposed off by offering them to students free of cost.

#### Procedure for disposal of E-Waste & other Equipments.

1. A list of potential material for disposing off is placed before the Principal for approval.

2. Condemned/faulty batteries & damaged computers are disposed through outside agencies & sold as scrap.
3. Low configured computers are shifted to sisters institutions.

Policy for Maintaining fire extinguisher.

AMC of fire extinguisher done on regular basis.

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

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

77

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

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

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

116

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>
<b>5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills</b>	<b>A. All of the above</b>
File Description	Documents
Link to Institutional website	<a href="https://sssscw.edu.in/">https://sssscw.edu.in/</a>
Any additional information	<b>No File Uploaded</b>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
<b>600</b>	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
<b>600</b>	
File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>
<b>5.1.5 - The Institution has a transparent mechanism for timely redressal of student</b>	<b>A. All of the above</b>

**grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

## 5.2 - Student Progression

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

#### 5.2.1.1 - Number of outgoing students placed during the year

7

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	<a href="#">View File</a>

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

#### 5.2.2.1 - Number of outgoing student progression to higher education

18

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

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

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

2

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

**5.3 - Student Participation and Activities**

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

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

0



File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

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

To develop leadership qualities among students, our Student Council is formed annually, consisting of six enthusiastic members from each class. Every year Student Council features several vibrant committees, including the Sirjana Committee (Creative Forum), which focuses on creative pursuits like art, craft, dance, music, and theatre. The SPARK Committee (Speakers Forum) oversees literary events both within and outside the college, while the Gurmat Bhavan Committee organizes religious events for the college community. The Discipline Committee maintains a disciplined atmosphere on campus, and the Moral Education Committee introduces innovative initiatives to instill moral values among students. Lastly, the Hospitality Committee is responsible for warmly welcoming and hosting guests. Throughout the 2023-24 session, the Student Council actively organized events such as Teacher's Day celebrations, the Book Bank Fair: Saugaat, and the cultural event such as SSSSian Fiesta and many more. Their involvement fosters a sense of belonging and creates a positive impact on our college environment.

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

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

**5.3.3.1 - Number of sports and cultural events/competitions in which students of the**

**Institution participated during the year**

11

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

**5.4 - Alumni Engagement**

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

The Alumni Association plays a crucial role in connecting the institution with its former students. Despite not being formally registered, it significantly contributes to the institution's growth through various initiatives. The association maintains a strong bond with alumni through regular communication and engagement programs, fostering a vibrant network. This connection is evident in the enthusiastic participation of alumni in events and activities, particularly the annual alumni meet, which brings together graduates to reconnect and share experiences. These events also allow current students to interact with alumni, gaining valuable career insights and mentorship. The association enriches the academic and professional development of students by organizing seminars, workshops, and guest lectures delivered by alumni experts. These sessions enhance learning and provide networking opportunities. Additionally, the association collaborates with alumni in influential positions to facilitate internships, job placements, and mentorship programs, boosting student employability. While the association's efforts reflect dedication and a strong sense of community, formal registration would enhance its credibility, resources, and ability to expand its initiatives. The association's impact underscores the enduring spirit of support and collaboration that defines our alumni network, ensuring continued benefits for the institution and its members.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded
<b>5.4.2 - Alumni contribution during the year (INR in Lakhs)</b>	<b>E. &lt;1Lakhs</b>
File Description	Documents
Upload any additional information	No File Uploaded
<b>GOVERNANCE, LEADERSHIP AND MANAGEMENT</b>	
<b>6.1 - Institutional Vision and Leadership</b>	
6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution	
<p>Founded in 1993 during India's transformative era of Liberalisation, Privatisation, and Globalisation, the institution's mission is to specialize in Commerce education, equipping young girls in Amritsar's border district for opportunities in business and services.</p> <ul style="list-style-type: none"> <li>• The vision and mission are symbolized in the college logo, emphasizing learning for self-emancipation.</li> <li>• The institution upholds constitutional values and aligns with NEP 2020's philosophy.</li> <li>• With a democratic approach, the Principal engages faculty in strategic planning and reviews, while faculty promotes a culture of excellence through diverse learning initiatives.</li> <li>• A five-year perspective plan is developed and accessible on the college website. Compliance and improvements are ensured through audits, feedback, and a quality assurance framework.</li> <li>• Faculty plays an active role in decision-making as members of IQAC, AAA, BoS, and college committees, fostering quality in teaching and learning. Non-teaching staff ensures timely implementation of plans.</li> </ul>	

File Description	Documents
Paste link for additional information	<a href="https://ssssccw.edu.in/home/perspective-plans/">https://ssssccw.edu.in/home/perspective-plans/</a>
Upload any additional information	<a href="#">View File</a>

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

Leadership at SSSS is a collective endeavor, involving faculty at all levels to nurture knowledgeable, skilled, and value-driven citizens for a just and progressive society. Governance thrives through consistent efforts of the Governing Body and Principal's leadership. Committees are formed with active stakeholder consultation. Mentorship and expertise sharing are valued, aligning institutional goals with individual interests. IQAC and AAA teams assist in policy formulation and execution, minimizing centralization and ensuring transparency.

#### Case Study:

The college encourages faculty engagement in FDPs and research. Under the Principal's guidance, in 2023-24, the Research Unit secured NCW funding for a seminar on 'Women in Decision-Making Roles in Corporate.' A diverse organizing committee managed promotion, speaker invitations, logistics, and budgeting. This decentralized model streamlined decision-making while fostering collaboration.

File Description	Documents
Paste link for additional information	<a href="https://ssssccw.edu.in/about/facilities/research-unit/">https://ssssccw.edu.in/about/facilities/research-unit/</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Core Committee, comprising senior faculty and the IQAC Coordinator, monitor the execution of Perspective Plans (2018-23 and 2023-28) through regular meetings. In 2023-24, the college strengthened research capabilities by securing National Commission

for Women-NCW funding for a seminar on 'Women in Decision-Making Roles in Corporate.' A week-long FDP on 'Emerging Trends in Research Methods and Teaching Pedagogies' was conducted in March 2024.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://ssssccw.edu.in/home/perspective-plans/">https://ssssccw.edu.in/home/perspective-plans/</a>
Upload any additional information	<a href="#">View File</a>

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

The college ensures efficient operations through GNDU-prescribed rules for faculty recruitment and services. The Managing Committee holds an annual meeting to review progress and assess requirements for the new session. Meetings with HODs address teaching needs and infrastructure; financial discussions with the Superintendent guide budget preparation. Academic updates, including new policies and scholarship schemes, are shared in staff meetings. Class-specific teacher-in-charges ensure student adherence to college rules.

File Description	Documents
Paste link for additional information	<a href="https://ssssccw.edu.in/manual-on-code-of-conduct/">https://ssssccw.edu.in/manual-on-code-of-conduct/</a>
Link to Organogram of the institution webpage	<a href="https://ssssccw.edu.in/organogram-of-the-institution/">https://ssssccw.edu.in/organogram-of-the-institution/</a>
Upload any additional information	No File Uploaded

**6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination**

**B. Any 3 of the above**

File Description	Documents
ERP (Enterprise Resource Planning) Document	<a href="#">View File</a>
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

The College has taken following welfare measures for the Teaching Staff:

- Casual, medical, and maternity leave provisions.
- Financial aid and duty leave for workshops and courses.
- Timely salary payments, annual increments, Provident Fund, and Gratuity benefits.
- Access to computer labs, stationery, power backup, Wi-Fi, and campus sanitation.
- Regular grievance redressal and mental well-being activities.

The College has taken following welfare measures for the Non-Teaching Staff:

- ESI and Provident Fund benefits for Class IV employees.
- Additional work compensation and annual increments.
- Advance salary for family responsibilities and festive cash allowances.
- Administrative training programs for skill enhancement.

File Description	Documents
Paste link for additional information	<a href="https://sssscw.edu.in/about/faculty-welfare-measures/">https://sssscw.edu.in/about/faculty-welfare-measures/</a>
Upload any additional information	<a href="#">View File</a>

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

36

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

3

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

**6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)****6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

36

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

#### 6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The college follows a continuous assessment model based on:

- Student feedback, University results, and Annual Confidential Reports (ACRs).
- Teaching and non-teaching staff appraisal forms.
- Reports are analyzed to guide improvements, recognize excellence, and address underperformance.

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

#### 6.4 - Financial Management and Resource Mobilization

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

External auditors, Dass Rana and Associates, conduct annual audits. Suggestions are implemented promptly, ensuring transparency. Internal audits are initiated as required.



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

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

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

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

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

The college adheres to a transparent accounting system. Revenue is generated primarily through student fees, deposited directly into Punjab and Sind Bank, SSSS School Branch, Amritsar. Financial transactions are supported by vouchers, and budget utilization is monitored as per management-approved norms.

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

#### 6.5 - Internal Quality Assurance System

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

The College in its mission for continuous improvement in education process reviews its teaching learning process, structures &

methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms. The IQAC periodically reviews teaching-learning processes, methodologies, and outcomes. Incremental improvements are institutionalized through Academic and Administrative Audit (AAA), stakeholder feedback, research and innovative practices, career-oriented courses, community linkages, collaborations, and infrastructure upgrades.

File Description	Documents
Paste link for additional information	<a href="https://ssssccw.edu.in/wp-content/uploads/policy-document-of-environment-and-energy-usage_compressed.pdf">https://ssssccw.edu.in/wp-content/uploads/policy-document-of-environment-and-energy-usage_compressed.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

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

- Submission of AQAR
- Academic & Administrative Audit (AAA)
- Add on courses
- Stimulate academic environment for promotion of Research and Innovation
- Organization of Professional Development Programmes for faculty and Training Programmes for office staff
- Strengthening existing Infrastructure in developing Eco-friendly Campus: Participation in Phase 1 of National Rural Institutions Sustainability Grading (NRISG) by Mahatma Gandhi National Council of Rural Education(MGNCRE)
- Promotion of extension activities for community linkage and consciousness
- Connecting to Alumni
- Feedbacks from stakeholders
- Earn While You Learn Scheme
- Effective Documentation Practices

File Description	Documents
Paste link for additional information	<a href="https://ssssccw.edu.in/activities-2023-24/">https://ssssccw.edu.in/activities-2023-24/</a>
Upload any additional information	<a href="#">View File</a>

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

**C. Any 2 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://ssssccw.edu.in/annual-report-2023-24/">https://ssssccw.edu.in/annual-report-2023-24/</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<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

SSSS College is committed to fostering gender equity by empowering young women with the skills, knowledge, and confidence required to thrive as equal contributors in society. As an institution exclusively for women, all initiatives are meticulously designed to promote gender equality and ensure a holistic approach to empowerment.

The Personal Contact Programme (PCP), emphasizes trust-building, individualized support, and emotional well-being, helping students navigate their academic and personal lives effectively. Programs

such as Workshop on Building Confidence in Soft Skills, Personal Grooming, Seminars on 'Women in Decision-Making Roles in Corporate,' and Workshops on 'Intellectual Property Rights & Patents Filing' are strategically designed to build essential soft skills, self-management, and professional competencies.

Collaborations with various organizations for sessions on employability further instill leadership skills and broaden career opportunities for young women. Observances of national occasions encourage teamwork, emotional intelligence, and personal growth—attributes critical to fostering gender equity.

Empowerment forums on essential topics like 'Mental Well-being and Happiness,' 'Preventing Cervical Cancer,' and 'Menstrual Health,' which address the unique challenges faced by women, promoting awareness and resilience.

Seminars like 'Tech Trends for Young Entrepreneurs' and 'Empowering Future Professionals: Navigating Cyber and Workplace Safety' prepare them to excel in the digital age, overcoming societal barriers.

File Description	Documents
Annual gender sensitization action plan	<a href="https://docs.google.com/document/d/1Bg8i0LRY8d79rCkY9IlMDk3uNRWGMlRI/edit?usp=drive_link&amp;oid=110151195521394822619&amp;rtpof=true&amp;sd=true">https://docs.google.com/document/d/1Bg8i0LRY8d79rCkY9IlMDk3uNRWGMlRI/edit?usp=drive_link&amp;oid=110151195521394822619&amp;rtpof=true&amp;sd=true</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://docs.google.com/document/d/1GfrG01MsumpZl6kqcCrnb-deNll_bHv4/edit?usp=drive_link&amp;oid=110151195521394822619&amp;rtpof=true&amp;sd=true">https://docs.google.com/document/d/1GfrG01MsumpZl6kqcCrnb-deNll_bHv4/edit?usp=drive_link&amp;oid=110151195521394822619&amp;rtpof=true&amp;sd=true</a>

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

**B. Any 3 of the above**

File Description	Documents
Geo tagged 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 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

#### SOLID WASTE MANAGEMENT

- Our Institution embodies a holistic approach to waste management, embracing the 5 Rs of Zero Waste Living: Refuse, Reduce, Reuse, Recycle, and Rot. Refuse (what is not required and not good for health), Reduce (have that much things which are actually needed), Reuse (reuse things like books and old clothes), Recycle (what you cannot refuse, reduce or reuse) and Rot (compost the rest such as tree leaves can be converted into manure through organic process).
- The students of the college are encouraged to adopt eco-friendly habits and sharing old books through Saugaat Scheme.

#### LIQUID WASTE MANAGEMENT

- Seamless connection of toilet waste water lines to Municipal drainage mains.
- Prompt repair and maintenance of water lines and sewerage systems.
- Underground pipe network for efficient waste water transport
- Regular maintenance ensures zero waste water leakage or overflow.
- Reduced water consumption through AC waste water reuse.

#### E-WASTE MANAGEMENT

- MOU with NGO Pahal promotes student education on e-waste management.
- Solar panel have been installed in the college for renewable energy.
- Empty toners, cartridges are refilled and reused and electronic items are recycled.
- In-house repair and reuse of old monitors and CPUs by college technicians ensures reduced electronic waste in

**landfills.**

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<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**

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

File Description	Documents
Geo tagged 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:**

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

- 1. Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

File Description	Documents
Geo tagged 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	<a href="#">View File</a>

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

<b>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities</b>	<b>B. Any 3 of the above</b>										
<table border="1"> <thead> <tr> <th data-bbox="86 441 529 506">File Description</th> <th data-bbox="529 441 1436 506">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 506 529 645">Reports on environment and energy audits submitted by the auditing agency</td> <td data-bbox="529 506 1436 645" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="86 645 529 748">Certification by the auditing agency</td> <td data-bbox="529 645 1436 748" style="text-align: center;"><b>No File Uploaded</b></td> </tr> <tr> <td data-bbox="86 748 529 851">Certificates of the awards received</td> <td data-bbox="529 748 1436 851" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="86 851 529 916">Any other relevant information</td> <td data-bbox="529 851 1436 916" style="text-align: center;"><a href="#">View File</a></td> </tr> </tbody> </table>	File Description	Documents	Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>	Certification by the auditing agency	<b>No File Uploaded</b>	Certificates of the awards received	<a href="#">View File</a>	Any other relevant information	<a href="#">View File</a>	
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Certification by the auditing agency	<b>No File Uploaded</b>										
Certificates of the awards received	<a href="#">View File</a>										
Any other relevant information	<a href="#">View File</a>										
<b>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</b>	<b>A. Any 4 or all of the above</b>										
<table border="1"> <thead> <tr> <th data-bbox="86 1471 529 1536">File Description</th> <th data-bbox="529 1471 1436 1536">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1536 529 1639">Geo tagged photographs / videos of the facilities</td> <td data-bbox="529 1536 1436 1639" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="86 1639 529 1778">Policy documents and information brochures on the support to be provided</td> <td data-bbox="529 1639 1436 1778" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="86 1778 529 1881">Details of the Software procured for providing the assistance</td> <td data-bbox="529 1778 1436 1881" style="text-align: center;"><a href="#">View File</a></td> </tr> <tr> <td data-bbox="86 1881 529 1946">Any other relevant information</td> <td data-bbox="529 1881 1436 1946" style="text-align: center;"><a href="#">View File</a></td> </tr> </tbody> </table>	File Description	Documents	Geo tagged photographs / videos of the facilities	<a href="#">View File</a>	Policy documents and information brochures on the support to be provided	<a href="#">View File</a>	Details of the Software procured for providing the assistance	<a href="#">View File</a>	Any other relevant information	<a href="#">View File</a>	
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Geo tagged photographs / videos of the facilities	<a href="#">View File</a>										
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Details of the Software procured for providing the assistance	<a href="#">View File</a>										
Any other relevant information	<a href="#">View File</a>										
<b>7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other</b>											

diversities (within 200 words).

The college exemplifies the values of acceptance, compassion, and inclusivity by creating an environment where everyone is respected and valued as a human being, regardless of religion, community, or economic background. Individuals from diverse cultural, linguistic, and socioeconomic backgrounds are empowered to express their views without fear of bias or discrimination. Merit-based hiring and advancement ensure equal opportunities for students and staff, focusing on work and abilities rather than external factors.

The Rotaract Club, recognized for its impactful contributions, organizes initiatives such as blood donation camps, environmental awareness drives, and service projects promoting care and compassion. Cultural celebrations, including Lohri, Winter Carnival, and Alumni Meets, bring the community together. Spiritual and recreational trips to places like Dalhousie and Anandpur Sahib foster camaraderie, serenity, and learning.

Programs like "Saugaat" provide financial support through book fairs, ensuring education remains accessible to all. These efforts reflect the college's commitment to equity, harmony, and holistic development.

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>
Any other relevant information	<a href="#">View File</a>

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

The college empowers students to become informed and engaged citizens through sensitization activities fostering understanding of constitutional rights and responsibilities. Participatory practices such as Blood Donation Camps, Orientation sessions on Environment and its Conservation in Collaboration with NGO REAP Benefitare among the endeavors that promote civic awareness and responsibility among the college students.

The real-world applications of citizenship values in daily life of the students and staff is brought about through enlightening



sessions on preventing cervical cancer, session on sign language, workshop on 'Navigating cyber and workplace safety', workshop on 'Intellectual Property Rights & Patents & Design Filing', workshop on 'E Waste Management', Driving Licence Camp and Cleanliness Drives.

The college has actively instilled constitutional values among students by commemorating national days like 75th Republic Day, 76th Independence Day and National Voter's day.

Furthermore, the institution promotes social responsibility by providing scholarships to deserving students, ensuring fair representation and inclusive opportunities and by maintaining respect and appreciation for support staff. The college also encourages civic engagement of its staff through their active participation in election processes, community service, environmental stewardship and sustainability practices.

Orientation sessions with NGOs like NGO "Pahal" and REAP Benefit showcase the commitment towards Environmental Sustainability.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://docs.google.com/document/d/11tTkaPHFJuC0J26rT62dzJFH-Tc5XrCE/edit?usp=drive_link&amp;oid=110151195521394822619&amp;rtpof=true&amp;sd=true">https://docs.google.com/document/d/11tTkaPHFJuC0J26rT62dzJFH-Tc5XrCE/edit?usp=drive_link&amp;oid=110151195521394822619&amp;rtpof=true&amp;sd=true</a>
Any other relevant information	<a href="https://docs.google.com/document/d/186B0hh7DX-eb6SMnEq2guBo4e8GpiMH6/edit?usp=drive_link&amp;oid=110151195521394822619&amp;rtpof=true&amp;sd=true">https://docs.google.com/document/d/186B0hh7DX-eb6SMnEq2guBo4e8GpiMH6/edit?usp=drive_link&amp;oid=110151195521394822619&amp;rtpof=true&amp;sd=true</a>

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

**A. All of the above**

**4. Annual awareness**

**programmes on Code of Conduct are organized**

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 programs etc., in support of the claims	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

The college embraces diversity and inclusivity by enthusiastically celebrating a wide range of festivals and observances, transcending religious and cultural boundaries. The celebrations include, spiritual celebrations such as Bhagat Puran Singh Ji's Birth Anniversary and Sri Guru Ram Dass Ji's Prakash Purab. The College honors the ultimate sacrifice of Shaheed-E-Azam Sardar Bhagat Singh Ji, Shaheed Sukhdev Ji, and Shaheed Rajguru Ji through annual Martyrdom Day celebrations. The College organizes events, featuring rallies, documentaries, poetry, and presentations that serve as a reminder of the unwavering commitment of the freedom fighters and inspire students to embody their ideals.

Globally recognized days such as World Entrepreneurs Day, National Mathematics Day, National Voter's Day, World Health Day, World Red Cross Day, World No Tobacco Day, World Environment Day, and International Yoga Day are also observed. 76th Independence Day (August 14, 2023) and 75th Republic Day were also commemorated with a series of events including Intra College Elocution and Debate Competitions.

Community service initiatives, such as the Rotaract Club's Maha Shivratri milk distribution drive for the needy, demonstrates our commitment to social responsibility.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

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

**Title: "Ask Me Anything" Sessions**

**Objective of the Practice**

Fostering improved communication, trust, and well-being among students in our college.

**Expected Outcomes**

1. Improved Communication
2. Trust Building
3. Insightful Guidance

**The Context**

In today's dynamic environment, it's essential to provide students with opportunities to express themselves and seek guidance.

**The Practice**

The practice involves the Principal answering anonymous questions of students.

**Constraints**

1. Repetition of Questions

2. Frequency

3. Confidentiality

Evidence of Success

1. Positive Feedback

2. Enhanced Trust

3. Improvement in Students

Title: Mother's Meet

Objectives of the Practice

1. Providing mothers with valuable insights into the college's core principles and values.
2. Fostering a collaborative platform for both teachers and parents.
3. Enriching the child's educational journey.

The Context

The college hosts "Mother's Meet" to provide the mothers of first-year students enrolled in various programs a platform to connect with the subject instructors.

The Practice

The "Mother's Meet" is a regular feature of the college.

Constraints

1. The level of engagement and involvement of both the mothers and the subject instructors.
2. Only the mothers of first-year students of the college are invited to the meet.

Evidence of Success

Approximately 250 parents attended the event and expressed their gratitude towards the college.

File Description	Documents
Best practices in the Institutional website	<a href="https://sssscw.edu.in/wp-content/uploads/7.2-Best-Practices-AOAR-2019-24_compressed.pdf">https://sssscw.edu.in/wp-content/uploads/7.2-Best-Practices-AOAR-2019-24_compressed.pdf</a>
Any other relevant information	<a href="https://docs.google.com/document/d/1pgFJMA3HUiv5aNE3LGVNg0EaPVpoVV9t/edit?usp=drive_link&amp;oid=110151195521394822619&amp;rtpof=true&amp;sd=true">https://docs.google.com/document/d/1pgFJMA3HUiv5aNE3LGVNg0EaPVpoVV9t/edit?usp=drive_link&amp;oid=110151195521394822619&amp;rtpof=true&amp;sd=true</a>

### 7.3 - Institutional Distinctiveness

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

At our college, we pride ourselves on more than just academic excellence; we're dedicated to shaping compassionate, socially conscious leaders. Our distinctive approach focuses on orienting young women towards community building and service, fostering a sense of empathy, social responsibility, and purpose.

Partnering with organizations like the Rotaract club and NGOs, we create opportunities for students to engage directly with their communities. Through activities such as resource pooling for charity and distributing essentials to underprivileged children, our students develop organizational skills and learn the values of sharing and caring.

What sets us apart is our commitment to student involvement. We prioritize their opinions, address their concerns promptly, and involve them in every step of planning and organizing events. This fosters maturity and engagement and also instills a sense of ownership and responsibility.

In our institution, students are not viewed as mere recipients of education; they are partners in their own growth and development. Through counseling and various interactive platforms, we ensure that every student feels heard and supported.

Ours is an institution where education transcends the classroom, where students are prepared not just for careers, but for life itself. We don't just educate; we empower, inspire, and nurture future leaders.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

- Focusing on skill enhancement and Add on/Certificate programs for capacity building as per NEP-2020, UGC, and GNDU guidelines
- Emphasis on integration of Indian Knowledge System into curriculum through literature, theatrical items, music and art
- Promoting multidisciplinary approach of learning through varied curricular activities
- Providing opportunity to students to contribute in College's working through 'Earn While You Learn' Scheme
- Adherence to Outcome-Based Education (OBE) framework to assess the attainment of course and program outcomes
- To commence morning sports activities to enhance physical and mental well-being of the students
- To organise inter-college activities or events to provide students with a broader platform to showcase their skills and knowledge.
- To enhance the participation of the students in various inter-college events, youth festival, Massive Open Online Courses (MOOCs), industrial visits, programs for health awareness and environmental consciousness, community linkage programs etc.
- To collaborate with national bodies to organize seminars and workshops to update the knowledge of faculty and students
- To ensure the publication of interdisciplinary research articles in the Research Publication of the College 'Khoj Sanvaad'
- Extending financial support to faculty members for attending Faculty Development Programmes and workshops

- Promoting activities to enhance the mental health of the faculty
- Extending and strengthening e-governance in areas of operation of Student Admission and Support
- To establish office for Student Support Centre of Symbiosis Centre for Distance Learning
- Augmentation of infrastructural facilities such as computer equipments, ICT facilities, library facilities, placement cell office, medical room, common room, yoga ashram etc.