YEARLY STATUS REPORT - 2022-2023

Part A	
Data of the Institution	
1.Name of the Institution	KAMLA NEHRU COLLEGE FOR WOMEN PHAGWARA
• Name of the Head of the institution	Dr. Savinder Pal
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	8360754096
• Mobile No:	8360713915
• Registered e-mail	kamla_nehru@yahoo.co.in
• Alternate e-mail	kamlanehru.iqac@gmail.com
• Address	Plahi Road, Phagwara, District Kapurthala
• City/Town	Phagwara
• State/UT	Punjab
• Pin Code	144401
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Women
• Location	Urban

• Financial Status		**Grants-in aid**
• Name of the Affiliating University		**Guru Nanak Dev University, Amritsar**
• Name of the IQAC Coordinator		**Dr. Priyanka Aeri**
• Phone No.		**01824505204**
• Alternate phone No.		**7889093528**
• Mobile		**9463747352**
• IQAC e-mail address		**kamla_nehru@yahoo.co.in**
• Alternate e-mail address		**kamlanehru.iqac@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)		https://www.kncw.org/wp-content/uploads/2023/12/AQAR-2021-22.pdf
4.Whether Academic Calendar prepared during the year?		**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:		https://www.kncw.org/wp-content/uploads/2024/05/Academic-Calendar-2022-2023.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**A**	**85.1**	**2005**	**28/02/2005**	**27/02/2010**
Cycle 2	**A+**	**3.55**	**2014**	**21/02/2014**	**20/02/2019**

6.Date of Establishment of IQAC	**07/11/2005**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Director of Public Instructions	95% / 75% Grant-in-aid	DPI	2022-23	24,54,756/-
University Grant Commission	CPE	UGC New Delhi	2022-23	Nil

8. Whether composition of IQAC as per latest NAAC guidelines	Yes	
• Upload latest notification of formation of IQAC	View File	
9. No. of IQAC meetings held during the year	5	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	View File	
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

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

1 COVID Vaccination Camp, Medical Health Checkup & Free Mammography Camp were organized.

2. New courses like M.Sc. ComputerScience and Diploma in Nanny Care and Nutrition were started in 2022-2023 session.

3. Green Audit Committee organized variousactivities like extension lecture to save environment,tree plantation derive, various days such are World Health Day,World Thalassemia day,World water Day ,World Earth Day etc were celebrated during session 2022-23.

4. Various activities like Workshops, Extension Lectures, Parents-Teacher Meet, Athletics Meet, Fete, Academic Audit(internal),Convocation,Diwali Carnival, Prize Distribution, Talent Hunt, Fresher's Party, Teej Celebration, Red Cross Day, Voter's Day Celebration, Inter School Competition and Farewell Party were celebrated in the College.

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
Skillbuilding and enhancement activities to be conducted.	Various Workshops were organized Like Cake Baking, ScreenPrinting ,BlockPrinting,stitches on Automatic Sewing Machines by Home Science and Fashion Designing Departments.Seminars on Imminological Techniques and Biotecnology were organized by Science Department.
Proposal for new courses Like M.Sc. Computer Science and Diploma in Nanny Care and Nutrition wasapproved.	M.Sc. Computer Science and Diploma in Nanny Care and Nutrition Classes were started during session 2022-23
Motivation for community service projects	On14th April 2023 avisit to old age home was organized for the students and faculty members of the college to spread the awareness among students that how their selfless services should be given to the suffering Community. Students and staff also donated Clothes and Eatables to the inmates of the Old age Home .
Planned to save environment.	In collaboration with NSS unit and NCC Wing the students celebrated the VanMahotsav with great enthusiam. Variety of saplings were distributed among students and staff for planting at their homes and in their surrounding areas. To promote the concept of saving the environment, Green Diwali, World Ozone Day, World Water Day, World Aids Day, Anti Tobacco Day, World Thalassemia Day and World Cancer Day were also celebrated.

13.Whether the AQAR was placed before statutory body?	No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2024	19/03/2024

15.Multidisciplinary / interdisciplinary

Our College is Multidisciplinary. Different courses are as

follows:-

Under Graduate Courses

B.A. (English, Punjabi, Hindi, Sanskrit, Political Science,

History, Economics, Drawing & Painting, Music Vocal, Home

Science,Physical Education, Cosmetology, Psychology)

B.A. Honours (Punjabi, Psychology)

B.Sc. (Medical, Non Medical)

B.Sc. (Economics)

B.Sc. (Computer Science)

B.Sc. (Fashion Designing)

B.Com (Regular & Honours)

B.B.A.

B.C.A.

Diploma Courses

Diploma in Computer Application

Diploma & Advance Diploma in Beauty & Wellness

Diploma in Nanny Care and Nutrition

Post Graduate Courses

M.Com

M.Sc. (Fashion Designing)

MSc.(Computer Science)

Skill Oriented Degree Courses

B.Voc (Beauty & Wellness)

Post Graduate Diploma Courses

PGDCA

PG Diploma in Garment Construction & Fashion Designing

PG Diploma in Cosmetology

ADD On- Courses

Banking Services

Web – Designing and Office Automation

Biotechnology

Apparel Designing

16.Academic bank of credits (ABC):

NO

17.Skill development:

College is running various courses related with Skill

Development, such as B.A. (Psychology, Home Science, Music Vocal,
Fine Arts,Computer Applications, Cosmetology, Physical

Education), B.Voc (Beauty & Wellness), B.Sc. & M.Sc. (Fashion

Designing), PGDCA, PG Diploma in Garment Construction & Fashion Designing, PG Diploma in Cosmetology, Diploma in Computer Application, Diploma in Nanny Care and Nutrition ,Diploma & Advance Diploma in Beauty & Wellness.These courses focuses on Skill Development, innovation and capacity building. Courses aim at making the students self reliant with necessary proficiencies for a wide varity of career with enterpreneurial skills and placement.

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

Our college imparts its students knowledge in three Indian

languages i.e. Hindi, Punjabi & Sanskrit. Students are taught

different culture and tradition of other states by organizing

differentprogrammes. Like under the programme of "Ek Bharat

Shreshtha Bharat (EBSB)" to celebrate Republic Day different activities were organizedduring Online Inter-College Competitions like Rangoli, Tricoloured Nutritious Recpeies.EBSB and Legal Literacy Cell also celebrate National Voter's Day by organizing different events like poster making Competitions, slogan writing ,pledge taking for voter awareness .

Various days such as International Yoga Day, National Girl Child Day, National Integration Day, World Aids Day, Republic Day, World Health Day, Earth Day, Youth Day, World Consumer Right Day, B.R. Ambedkar Day, Red Cross Day, NCC Day, Bhagat Singh Birthday Celebration, Language Day and Army Day were celebrated.

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

College is working under the guidance of UGC, State Government and Guru Nanak Dev University.

20.Distance education/online education:

Students are admitted on regular basis and get education in college.

Extended Profile

1.Programme

1.1   **23**

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

File Description	Documents
Data Template	[View File]()

2.Student

2.1   **561**

Number of students during the year

File Description	Documents
Data Template	[View File]()

2.2   **102**

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

File Description	Documents
Data Template	[View File]()

2.3   **186**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	[View File]()

3.Academic

3.1   **54**

Number of full time teachers during the year

File Description	Documents
Data Template	[View File]()

3.2   **20**

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**23**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**561**

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**102**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**186**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**54**

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	**20**

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

4.Institution	
4.1 Total number of Classrooms and Seminar halls	**89**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**1,27,42,454.05**
4.3 Total number of computers on campus for academic purposes	**198**

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 curriculum of all affiliated colleges is designed, revised and improved by the University. Various academic committees are formed at the university level to run the functioning of the colleges efficiently. College faculty members are a part of these committees and it is through these committees that the overall overview is given to the colleges and the feedback from these committees helps in improving the curriculum.

Apart from this, there is a strong mechanism at the college level also. At the beginning of every academic session, a time table is prepared according to the needs of the students specifically related to their practical subjects. After completing all the formalities, students are made aware of the books and other study materials that are available both online and offline. Departmental meetings are held regularly to discuss curriculum and future plans.While various online and offline audio visual aids are used for the benefit of the students and the faculty members are also

always ready to provide all possible assistance to the needy and deserving students. The betterment of the students is the first and foremost objective and duty of the institute.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	**Nil**

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

The Academic Calendar Committee prepares the college academic calendar every year as per the University calendar. The calendar includes admission schedules, holidays, important dates, teaching-learning plans, examination schedules along with co-scholastic calendar. Each department of the college prepares its own activity calendar which includes extension lectures, seminars, workshops, field visits, educational trips and other activities organized by the department.

The college calendar is uploaded on the college website and is also displayed on the notice board. The calendar is strictly followed by all the departments. Our continuous internal assessment is done through internal assessment tests, assignments, project works and presentations etc. As per the given instructions, question papers are prepared and submitted to the Registrar office by all the heads. A well-planned date-sheet is provided to the students. And duly checked answer sheets are shown to the students. The result is prepared on the basis of their performance in theory and practical examinations. Students are well informed about the probable and final dates of the university examinations from time to time. And Mission We Care in-charges inform the parents about the students' attendance and overall performance. The calendar is updated and revised as necessary.

File Description	Documents
Upload relevant supporting documents	[View File](#)
Link for Additional information	**Nil**

1.1.3 - Teachers of the Institution participate   **A. All of the above**

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

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

1.2 - Academic Flexibility

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

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

0

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	View File

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

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

02

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

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

16

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

16

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

1.3 - Curriculum Enrichment

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

Curriculum of the college includes EVS, Drug Abuse as a subject in order to make the students aware of their environment issues and bad effects of drug addiction.

1) Human Values: College provides understanding of the attitudes, motivation, behaviour and Influences our perception of the world around us.It involves making moral judgements about what is good or bad.Human values and professional ethics are complimentary to each other. Students are made aware of the concepts of professional ethics through the course contents of B.A ,B.Com,BBA and M.Com. Also,it is mandatory for all the undergraduate students to opt for Punjabi or History and culture of Punjab.

2) Environmental: Environmental ethics is a branch of applied philosophy that studies the conceptual foundation of Environment, value as well as more concrete issue surrounding societal attitude

action policies to protect and sustain biodiversity and Ecological System. Environment studies is a compulsory paper accross all undergraduate degrees.

3)Drug Abuse: Drug Education is important because young people are involved in misuse of drugs. So is very important to educate the youth about the danger of substance used and of the consequences of drug abuse. Drug abuse is a compulsory paper across all the undergraduate courses.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

03

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
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**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

03

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

1.4 - Feedback System

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	**No File Uploaded**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	**No File Uploaded**

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

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	**Nil**

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 sanctioned seats during the year

1800

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	[View File](#)

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

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

287

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

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

On the First day of the college, students are formally greeted by the principal, who imparts introductory remarks. Concurrently, educators also elucidate their background and expound upon the operational framework and assessment methodologies employed within the college.

Students' performance is assessed through class tests and MSTs, after which they are categorized as weak, average, or meritorious. Weak students receive remedial classes to enhance their understanding, while MSTs aim to boost their self-confidence. Average students are encouraged to reach higher levels of knowledge with support from meritorious peers and periodic testing. Meritorious students are assisted by teachers with special notes and motivation to achieve mastery in their subjects, maintaining their university-level standing. Additional classes are offered to keep knowledge current, supplemented by access to special library books and participation in various competitions.

The college arranges a range of activities customized to cater to students at different proficiency levels, ensuring their diverse needs are addressed. These activities include guest lectures, workshops, seminars, and quiz competitions, all designed to

facilitate a comprehensive understanding of various topics and subjects. The extraordinary performers in extra-curricular activities are duly felicitated.

File Description	Documents
Link for additional Information	http://www.kncw.org/
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
561	**54**

File Description	Documents
Any additional information	**No File Uploaded**

2.3 - Teaching- Learning Process

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

Student Centric Methodssuch asexperientiallearning,participativelearningandproblem solving methodologiesare used for enhancing their learning experience.

·Faculty members adopt various teaching-learning methods likeinteractive learning, project-based learning, computer-based learning, and experiential learningto enhance students' learning experiences. .

·Interactive lectures are employed to actively involve students in the learning.

·Group discussions, subject quiz, power point presentation and discussionsare done for students to use their problem solving ability as well as for the active participation in the learning process.

·At the departmental level workshops, guest lectures, seminars, festivals and exhibitions are organized for participative learning.

•Classrooms are equipped with ICT technology such as Wi-Fi, LCDs, Smart Classrooms, and E-Learning resources. Digital resources, including video clips, PowerPoint presentations, and relevant movies, enhance individualized learning experiences for students.

• 'Learning by doing' concept is promoted for conducting field work, and hands on training in some subjects so that students are able to connect theories with practical knowledge.

•Case study, seminar and surveys: Seminars are held in the college by various departments in which they are encouraged to write research report.

•ProjectsandExperiments: The students are involved in projects and various experiments by the department of Commerce and Fashion Designing, in which they are encouraged to write research report.

•Field work and community outreach initiatives enhance experiential learning in the different departments. Students participate in educational tours, industrial visits, internships, and research projects, gaining exposure to real-world contexts.

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	http://www.kncw.org/

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

The entirecampus is equippedwith high speed Wi Fi connectivity.Facultymembers utilized a range of ICT enabled tools such assmart board, projectors, googlemeeting and free conference call platform for conducting online lectures flawlesslyseamless for the students, enhancing the quality of teaching.

Power Pont Presentation is also encouraged by the faculty members, which the students prepare using online modes.

Some departments employ ICT-integrated teaching methods, enhancing the teaching-learning process with regular practical sessions, seminars, and workshops. Projectors, educational videos, and non-print materials aid in making learning more accessible. Additionally, a Digital Hybrid Library is open to both students

and faculty members. Communication Skills are emphasized to develop proficiency in listening, speaking, reading, and writing, supported by access to e-books and e-journals. Group discussions and project work are organized for students focusing on communication skills, while case study methods are utilized by select departments to enrich the learning experience.

Some of the faculty members utilize laptops to prepare notes and presentation. Students are assigned assignments as homework using their own PCs and later submitting the assignments to their teachers.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.kncw.org/virtual-library/

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

25

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

20

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	*View File*
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

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

12

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	*View File*

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

2.4.3.1 - Total experience of full-time teachers

54

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	*View File*

2.5 - Evaluation Process and Reforms

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

The college conducts a mid-Semester exam in every term before the commencement of final semester examinations.

During Summer Session various group discussions paper-presentations and viva voice are conducted in order to develop creative and problem solving ability in the students. During winter sessions internal exams along with various test are also conducted. The internal exams are conducted at college level in the month of September/ October and March. All the practical exams are conducted before the commencement of final theory examination.

- Students receive timely and updated information on the syllabus and assessment procedures at regular intervals.
- House exams, class tests, projects, presentations, attendance records, departmental lectures, extension lectures, group discussions, and similar activities are conducted routinely to evaluate students' progress.
- Results and answer sheets from mid-semester exams and class tests are made available to students, enabling them to identify areas for improvement and address their weaknesses.
- To be eligible for final semester and mid-semester exams, students must maintain a minimum attendance of 75% in both theory lectures and practical/laboratory sessions.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://www.kncw.org/wp-content/uploads/2024/06/2.5.1.pdf

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

Any grievances or concerns raised by students are addressed through specific provisions available for redressal.

- Students are encouraged to provide feedback or lodge complaints using suggestion boxes placed at designated locations.
- For issues related to exams, students can approach the controller of examinations, while any urgent grievances can be brought to the attention of the principal.
- Transparency is maintained in class and house tests by showing answer sheets to students, and any concerns or doubts are directly handled by the respective subject

teacher.

- **If students are dissatisfied with their final semester exam results, the college guides them on proper channels for resolution, including applying for re-evaluation within 15 days of result declaration, following university guidelines.**
- **Students can lodge complaints directly on the GNDU website if they believe they have been treated unfairly, and the matter can be escalated to university officials.**
- **Students can also discuss their problems with their mission we care in charges.**

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	https://www.kncw.org/wp-content/uploads/2024/06/2.5.2-1.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The college prospectus and website comprehensively detail programs and their respective course outcomes. Prospective students peruse available courses, familiarizing themselves with outcomes to make informed decisions regarding their academic journey. Faculty members also review the prospectus, guiding students in selecting suitable programs based on their interests and goals. This thorough process ensures transparency and aids students in making well-informed choices about their educational path.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	**Nil**
Upload COs for all courses (exemplars from Glossary)	**No File Uploaded**

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

Attainment of Course Outcomes:

Course outcomes are assessed through syllabus coverage, completion, continuous evaluation (class tests, mid-semester

tests), question paper preparation, evaluation, and result declaration. Department heads and teachers ensure timely course completion, with additional classes organized for students identified as average achievers, thus maintaining quality education standards.

The seventy five percent of compulsory attendance to qualify for writing the examination is adhered to ensure students' participation in the class. The continuous evaluation is done through tests, Quizzes, Written Assignments, Paper Presentation, Oral Presentation, Field Work and so on. The End Semester Examination of every course is based on question paper which is required to test the knowledge of the student from every unit prescribed for study.

Attainment of Programme Outcomes:

At the graduate and post graduate level the attainment of Programme outcome is measured through students' progress to righter courses and higher study either at KNCW or in any Higher Educational Institution in India or abroad.

At the graduate and postgraduate levels, assessing program outcomes relies on students' academic progress, including advancement to higher-level courses at College level.The feedback system which is placed in the college helps to measure and evaluate the attainment of the Programme outcomes. The student feedback system offers insights about how relevant the course is and whether the course materials are easily accessible. These are crucial factors for evaluating program outcomes and assisting the college in gauging its effectiveness in achieving learning goals.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	http://www.kncw.org/

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

186

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

https://www.kncw.org/wp-content/uploads/2024/06/Student-Satisfaction-Survey-2022-23-1-4.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

Nil

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

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

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

0

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

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

25

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

3.2 - Research Publications and Awards

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

3.2.1.1 - 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)	[View File](#)

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

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

06

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

Our college has been actively engaged in carrying out extension activities in the neighborhood community, with the aim of sensitizing our students to various social issues. These activities not only develop essential skills in our students but also create a strong bond between our institution and the community. Our efforts include organizing rallies, inviting social activists for extension lectures, and conducting awareness drives to connect our youth with the society.

To facilitate this engagement, we offer our students memberships in various clubs and departmental societies. These platforms provide them with opportunities to actively contribute to causes that matter to them. We celebrate significant events such as National Girl Child Day, Medical Camps, Women Empowerment Program, Ek Bharat Shreshth Bharat, World AIDS Day, World Health Day, and conduct awareness campaigns like Voter Awareness, Beti Bachao-Beti Padhao, and Cyber Crime Awareness.

Our students actively participate in environmental initiatives as well, including sapling plantation drives during Van Mahotsav, Clean India Programs, water conservation, and cleanliness drives on occasions like World Environment Day, World Water Day, and Ozone Day. They also engage in charity drives and visit old age homes and orphanages, such as the Guru Nanak Mission Blind and Old Age Home.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

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

09

File Description	Documents
Any additional information	[View File](#)
Number of awards for extension activities in last 5 year(Data Template)	[View File](#)
e-copy of the award letters	**No File Uploaded**

3.3.3 - 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

3.3.3.1 - 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

35

File Description	Documents
Reports of the event organized	[View File](#)
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	[View File](#)

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/

NCC/ Red Cross/ YRC etc., during the year

35

File Description	Documents
Report of the event	View File
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

04

File Description	Documents
e-copies of linkage related Document	**No File Uploaded**
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

02

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college offers essential facilities for students, including well-equipped classrooms, a hybrid library at the center using BIBLIOSOFT software, and IT labs. Safety measures such as water sprinklers are in place, and spacious classrooms with audio-visual aids create an interactive environment. Advanced laboratories support diverse disciplines, while high-tech computing equipment enhances technological literacy. The college boasts state-of-the-art facilities conducive to effective teaching and learning, including advanced equipment in practical rooms and laboratories.

Well-furnished labs support various departments like Computer Science, Fashion Designing, Physical Education, Science, Cosmetology, Psychology, Home Science, Nanny Care & Nutrition, Economics, Commerce, Music, and Fine Arts. The institute also features a seminar/conference hall accommodating 100 people, equipped with LCD projectors and a soundproof system for seminars, presentations, and extension lectures.

Additional facilities include NCC, NSS, Hostel, Administrative Wing, Cafeteria, IQAC Room, Staff Rooms, Heritage Centre (Virasat Bhawan), Gymnasium, meeting room, I.K. Sardana Memorial Hall (Yoga Centre), Open stage, Stress management cell, Multimedia studio, Common room for girls, Hostel, Guest room, Cafeteria, and Parking zone.

The college library provides an optimal environment for teaching and learning, with extensive book collections, digital resources, and comfortable study spaces. Modern technology enhances the learning experience, encouraging research and exploration. The library also offers a Virtual Library for access to e-resources.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

The Department of Music, established since 1965, offers a vibrant extracurricular environment for students' overall growth through extensive cultural activities. With around 50 musical instruments such as Manual Tanpura, Electronic Tanpura, Tabla, Harmonium, Santoor, Guitar, and more, the department organizes various competitions and events like Inter-College Competition, Youth Festival, seminars, and webinars. Audio-video teaching techniques are incorporated into the academic program.

For cultural and educational events, the college provides the Shri B.K. Sardana Memorial Auditorium, equipped with high-tech sound systems, a big screen projector, fully air-conditioned, with a seating capacity of about 1000 students. The auditorium hosts various events including musical performances, theatre shows, seminars, annual functions, convocations, talent hunts, and youth festivals. An open stage is also available for other college activities.

The Physical Education department, operating successfully since 1965, offers extensive facilities for sports, games, and yoga. It includes basketball grounds, badminton courts, a boxing ring, gymnasium, yoga center, and outdoor and indoor facilities, including a mini stadium for open-air activities. The department regularly participates in Inter-College Competitions, Inter-University, and National Tournaments, contributing to a vibrant campus life.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

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

08

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

08

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.kncw.org/wp-content/uploads/2024/05/4.1.3.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

2.62

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

• **Name of ILMS software : Bibliosoft**

• **Nature of automation (fully or partially) : fully**

• **Version : 3.0**

• **Year of Automation : 2012**

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://www.kncw.org/wp-content/uploads/2021/07/KNC-Virtual-library.pdf

4.2.2 - The institution has subscription for the `B. Any 3 of the above` **following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

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

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

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

`38,765`

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

`60`

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

4.3 - IT Infrastructure

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

The college boasts 8 computer labs equipped with a high-speed internet connection provided by a 20 mbps leased line from Connect Company. To familiarize students with computer configurations and the functioning of various parts, a hardware display unit has been set up. With a total of 198 computers, the college ensures a well-equipped and connected learning environment. Additionally, the campus is WiFi-enabled.

To further enhance connectivity and meet the increasing requirements, the college plans to upgrade its WiFi speed from 20 mbps to 35 mbps in the coming year. This upgrade will ensure faster and more reliable internet access for students and faculty members, supporting their academic and research activities effectively.

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

4.3.2 - Number of Computers

198

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

C.10 - 30MBPS

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

6.34

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

1. *Laboratories:* - Stock registers are maintained, and equipment undergoes annual maintenance by all departments. Internal stock verification is conducted yearly by a committee appointed by the Principal. - Regular inspections identify issues, and immediate repairs or replacements ensure seamless functioning. - Fire extinguishers are installed and maintained in all labs. 2. *Library:* - A Library Committee meets biannually to discuss improvements and updates. - Access to e-resources like e-journals and e-books is provided through Inflibnet (NLIST). - Virtual library environment facilitates easy access to updated information. - Footfall records are maintained, and various activities like book fairs and talks are organized. - Photocopying and scanning facilities are provided.

3. *Sports Complex:* - Students are motivated and trained to participate in sports activities. - Physical stock verification

and equipment maintenance are conducted annually. - Regular
inspections ensure safety and functioning.

4. *Computers:* - LAN and WAN networks are maintained via optical
fiber cabling. Internet service with a speed of 20 mbps is
provided through a separate lease line. - Fire extinguishers are
installed in all computer labs. - Training sessions are provided
to enhance students' digital literacy skills.

5. *Classrooms:* - Equipped with modern technology and audio-
visual aids, classrooms enhance the learning experience. - Power
backup, good RO water supply, and regular maintenance ensure a
conducive environment. - Visual aids such as multimedia projectors
and smartboards are used for interactive teaching.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.kncw.org/

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

116

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
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)	View File

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

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

136

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

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

C. 2 of the above

File Description	Documents
Link to institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

175

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

175

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<u>View File</u>

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	<u>View File</u>
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

25

File Description	Documents
Self-attested list of students placed	<u>View File</u>
Upload any additional information	**No File Uploaded**

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

32

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	<u>View File</u>

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

0

File Description	Documents
Upload supporting data for the same	<u>View File</u>
Any additional information	**No File Uploaded**

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.

14

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

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)

In the beginning of every academic session, various clubs and societies are formed, such as the Central Association Team, the NSS, the Science Club, the Sports Club, the Commerce Club, the Association of Computer Professionals, etc., in which students of all the departments become representatives of these associations and clubs. CA teams include the titles of Head Girl, Vice-Head Girl, Secretary, PROs, etc. in order to enhance the organizing skills of students. They organize various events at the college. They also make sure to maintain discipline and cleanliness on the college campus. The Student Council acts as a bridge between students and the head of the institution.

The Central Association Team was formed on September 5th in a college assembly for the Teacher's Day celebration. Interviews with the panel were conducted in the principal's office. All the CA team activities are performed under the guidance of the CA in-charges, i.e., Ms. Sandeep Nandra and Ms. Purnima Bhogal.

File Description	Documents
Paste link for additional information	<u>https://www.kncw.org/wp-content/uploads/2024/05/CA-Team.pdf</u>
Upload any additional information	<u>View File</u>

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

32

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

5.4 - Alumni Engagement

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

The Alumni Association of the college keeps in touch with the old students of the college. Every year, students enthusiastically took part in the meeting and also shared their experiences with the other members. They were more than glad to meet their old buddies, their teachers, and the principal, Dr. Savinder Pal. Alumni alsoprovide valuable feedback on the curriculum and campus facilities ,helping the college to improve and stay relevant in the ever-cahnging educational landscape.Everyone was overjoyed and enjoyed this event.

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

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

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

```
Vision:

To be a leading institute, delivering excellent education with a
focus on vocational competitiveness and high academic standards.
Our institution fosters a culture of learning and research,
prioritizes holistic development, and addresses societal needs
through innovative teaching methods.

Mission:

Our mission is to shape self-reliant, responsible citizens,
promoting social integration and preserving Indian culture. We
aspire to establish our college as a mass education landmark,
nurturing students to become exemplary individuals while drawing
out their best qualities.

    ◦  Nature of Governance:

Our governance model is oriented towards nurturing competent and
professional individuals prepared to thrive in the competitive
global landscape. We are committed to delivering quality
education, guided by our motto "Vidya Vichari Te Parupkari."

    ◦  Perspective Plan:

Our strategic plan encompasses accreditation, the enhancement of
research centers of excellence, and forging partnerships for
advanced studies and student placement. We prioritize maintaining
exemplary academic performance and ensuring transparency in the
student assessment process.

    ◦  Participation of the Teachers:

Through participatory management, decision-making powers are
distributed across various institutional bodies. The Board of
Management oversees all decisions, fostering an environment where
both students and faculty contribute suggestions to enhance
excellence across all facets of the institute.
```

File Description	Documents
Paste link for additional information	https://www.kncw.org/mission-vision/
Upload any additional information	View File

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

Under the diligent oversight of the IQAC and in seamless coordination with college authorities, operational procedures within the college are efficiently managed. The faculty collaborates cohesively to ensure the success of these procedures. The college, under visionary leadership and proficient governance, has embraced numerous innovative initiatives and practices. Advocating for decentralization and participatory management isn't just rhetoric; it's deeply ingrained in our actions.

- **At the commencement of each academic session, the Principal forms several committees, including the Admission committee, Controller of Examinations, Time-Table committee, Grievance Redressal Cell, Women Cell, Career Counselling Cell, Stress Management Cell, and Library committee.**
- **Each member's leadership abilities are nurtured through oversight of various academic, curricular, and co-curricular activities. Faculty members are granted autonomy to organize diverse programs.**
- **The advisory committee and Heads of Departments convene regularly to deliberate on significant matters related to system development, implementation, and enhancement.**
- **The Principal regularly engages with students, valuing their input which is duly considered for implementation.**
- **A Purchase Committee is established to ensure the efficient management of available resources.**
- **Departments are authorized to arrange industrial visits, seminars, workshops, and conferences relevant to their courses.**
- **Central Association Incharges form student teams actively participating in institutional activities.**
- **Events like Fete and Diwali Carnival provide platforms for students to showcase entrepreneurial skills and creative talents through various stalls featuring handmade articles, chocolates, and diyas**

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Curriculum Development:

The college, affiliated with GNDU, oversees curriculum development, guided by university regulations. Suggestions and recommendations from regulatory bodies, faculty members, and student feedback, along with advancements in the field, inform the process.

Teaching and Learning:

Students receive course outlines and schedules before each academic session. The college strives to complete the curriculum within the designated timeframe, shifting the teaching-learning process from teacher-centric to student-centric.

Examination and Evaluation:

An Examination Department ensures accurate tabulation and organization of exams. Regular class tests, mid-semester exams, and final exams are conducted, with results processed using a computerized system to minimize errors.

Research and Development:

Students are encouraged to participate in in-house research projects, fostering a rich research environment. The college has established a research center with extensive research material.

Library, ICT, and Physical Infrastructure/Instrumentation:

The central library and E-learning center provide ample space and resources for students. Utilizing contemporary trends, the college employs ICT tools and has smart classrooms equipped with Wi-Fi, LCDs, and projectors.

Human Resource Management:

Faculty performance is evaluated through self-appraisal, conducted by the IQAC. Workshops, webinars, and FDPs are organized to enhance professional development.

Industry Interaction/Collaboration:

Industrial visits, interactions, and academic-industry collaborations provide students with practical insights. These interactions facilitate a better understanding of workplace realities.

Admission of Students:

The college advertises admissions through its website, newspapers, and school visits. Various promotional activities, fee concessions, and counseling services ensure a transparent and inclusive admission process.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.kncw.org/wp-content/uploads/2024/05/6.2.1-Strategic-and-Development-Plan-Link.pdf
Upload any additional information	**No File Uploaded**

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

The Organogram of the Institution comprises of the Head which is the governing body under which the Principal, Staff and various Committees fall. The Committees are formed on Academic and Administrative basis. The Administrative Committee Comprises of various other Committees such as Purchase Committee ,PTA, Grievances Redressal Cell, Alumni Association, canteen Committee and stock checking Committee.

The academic committee is divided on the basis of Curricular, Co Curricular and Extension Programmes. The Curricular committee, whose main work is to ensure smooth functioning of administrative work comprise of Admission Committee, IQAC, Examination Committee,

Library Committee, Placement Cell, Time Table Committee, Advisory Committee, UGC Committee & Research Committee.

The co-curricular committee comprises of Youth Welfare Committee, Magazine Committee and Sports Committee. Various Extension Programmes, which are for the overall development of the students are run by the college. These comprise of NSS, NCC, Join Hands Club, Science Club, Legal Literacy Cell, Youth Welfare Club, Planning Forum, Commerce Club & Central Association.

Recruitment Policy

The posts for permanent faculty against vacant grant-in-aid posts and self-financed posts are advertised and filled under the university and UGC norms. Contractual faculty is appointed at the college level by a panel of interviewers per the UGC norms.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://www.kncw.org/wp-content/uploads/2024/05/6.2.2.pdf
Upload any additional information	View File

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

B. Any 3 of the above

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

6.3 - Faculty Empowerment Strategies

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

The institution has effective welfare measures in place for its teaching and non teaching staff. Following are the various measures that are taken by the Institution for the Teaching Staff and Non Teaching Staff:

- Well-equipped and well furnished staff rooms for teaching and Non teaching with modern amenities (Like Micro-wave, Refrigerator, Air Conditioner) with a full time caretaker.
- Stress lab is available to manage stress and restore mental balance.
- Open access library, research cabins fully equipped with INFLIBNET are available for teachers and students.
- Maternity leave to female faculty is provided.
- Medical facility and health care centre is available for Teaching and Non Teaching Staff.
- Canteen facility and mess facility is also available in the college during college functions.
- Provident funds facility is available.
- ESI Facility is also provided.
- Medical camp is organised for staff and students.
- The college provide fitness Zone GYM available.
- Beauty and wellness services are provided at the subsidized rates.
- Facility of duty leave provided for attending workshops, seminars, and refresher courses.
- Hostel facilities are available for female faculty members and students.
- Gratuity facilities are also provided for both Teaching and Non Teaching staff.
- Fee concession facilities are provided for non teaching employees(Class four)

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

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

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

01

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

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

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

5

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

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

The institution has instituted a sophisticated performance appraisal system designed to evaluate employee effectiveness based on predetermined objectives that align with their future aspirations. This system serves as a valuable tool for management, offering insights into areas for potential enhancement and aiding in the identification of both strengths and weaknesses in employee performance. At the culmination of each academic year, all teachers are required to complete an evaluation form, which is then submitted to the Principal for further examination. Following this submission, the Principal engages in comprehensive discussions with the relevant Heads of Departments (HODs) to assess performance and determine any necessary actions or decisions.

In the evaluation of faculty members, an Annual Performance Appraisal Report (APAR) is completed at the conclusion of each academic cycle. This report serves the dual purpose of documenting each faculty member's position and performance over the preceding year while also outlining expectations for their ongoing development. The reviewing entity meticulously examines the type and quality of work produced by faculty members, considering factors such as teaching effectiveness, research contributions, administrative responsibilities, and professional development activities. By conducting this thorough and systematic assessment, the institution ensures a culture of continuous improvement and accountability within its academic workforce. It provides faculty members with valuable feedback on their performance, facilitates their professional growth, and contributes to the overall advancement of the institution's educational mission

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.4 - Financial Management and Resource Mobilization

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

The college conducts regular audits to ensure financial integrity and adherence to regulations. For internal audits, the college engages a chartered accountant to scrutinize payments, approvals, and compliance with rules and regulations. Internal auditors meticulously review income tax deductions, timely deposits of TDS, GST, and adherence to accounting standards for accurate financial reporting. Budgetary compliance and proper record-keeping are also evaluated.

Internal audits occur quarterly to ensure timely statutory dues' deposit, budgetary control, and compliance with sanctions and approvals, while also identifying any payment irregularities. Additionally, the institution undergoes an external audit conducted by the Audit Organization of the Punjab Government. The final audit is overseen by the Auditor General of the Punjab Government.

Under the supervision of internal and statutory auditors, financial accounts are prepared by the institution. Deviations are reported to management through observations from both auditors, and subsequent discussions lead to issue resolution and corrective actions.

This thorough auditing process ensures transparency, accountability, and adherence to financial regulations, contributing to the institution's overall governance and financial management.

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

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)

87500

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

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

The institution prioritizes the transparent and efficient management of its financial resources through regular financial audits conducted on funds received from various agencies. Utilization certificates, duly audited by external auditors, ensure accountability and compliance with financial regulations.

A well-structured institutional mechanism, including committees such as the UGC Committee, Purchase Committee, and Library Committee, oversees the effective mobilization of resources for academic development. The Purchase Committee ensures proper procurement practices, while the UGC Committee monitors fund utilization according to predetermined allocations. The Library Committee ensures optimal utilization of library resources.

Additionally, funds are allocated for social service activities, reflecting the institution's commitment to social responsibility through initiatives such as NSS, NCC, Red Ribbonand various clubs. To maintain accountability and efficiency, the Principal directs regular internal audits by chartered accountants and external

audits by government authorities.

Furthermore, the institution promotes innovative teaching-learning practices to optimize resource utilization. At the end of each academic session, stock checks are conducted to prevent pilferage and ensure the proper maintenance of resources. These measures collectively contribute to the institution's goal of ensuring the optimal utilization of resources in support of its educational mission

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

Internal Quality Assurance Cell of the college serves as a cornerstone in upholding and enhancing quality of education through a myriad of quality enhancement measures and monitoring mechanisms embedded within the teaching-learning process. Seminars and extension lectures are meticulously organized for faculty members, providing them with opportunities to broaden their knowledge base and stay abreast of the latest developments in their respective fields.Teachers' self appraisal reports are collected by IQAC. It also collects feedback from students, alumni and prospective employers of the students. IQAC recommends teachers' participation in faculty improvement programmes.

In a bid to foster confidence and competitive spirit among students, the college regularly facilitates their participation in various competitions hosted by different colleges. Additionally, camps are meticulously organized to instill in students the values of character, discipline, and hard work, thereby shaping them into responsible citizens of the country. These activities, beyond the realm of academics, are essential for the holistic growth of students, equipping them with skills and values necessary for success in all facets of life.The IQAC ensuresto follow the academic calender.It contains the detailed planning of the academic,co-curricular activities, important days and their dates.

It also contained the tentative dates of examination, vacations and key activities of the institution.

IQAC ensuresholistic developmentfor thestudents of the college, remains committed to its mission of providing a conducive learning environment that nurtures the intellectual, personal, and professional growth of its students and faculty alike.

File Description	Documents
Paste link for additional information	https://www.kncw.org/wp-content/uploads/2024/05/IQAC-Meetings-2022-2023-1.pdf
Upload any additional information	**No File Uploaded**

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 demonstrates a commitment to continuous improvement in its teaching-learning processes, operational structures, and methodologies through the establishment of the Internal Quality Assurance Cell (IQAC), adhering to established norms. Regular reviews are conducted at periodic intervals to evaluate the effectiveness of existing practices and identify areas for enhancement. These evaluations are integral to fostering a culture of excellence and innovation within the institution.

During the first cycle, the institution focuses on recording incremental improvements made in the preceding year with regard to quality. These improvements may include enhancements in teaching methodologies, curriculum development, assessment strategies, and student support services. .

In subsequent cycles, the institution not only reviews incremental improvements made in the preceding year but also prioritizes post-accreditation quality initiatives. These initiatives aim to build upon the foundation established during the accreditation process and further elevate the quality of education and learning outcomes. . Furthermore, to enhance the intellectual acumen and skill development of faculty members, the college actively encourages staff participation in Faculty Development Programs (FDPs) and refresher courses. Additionally, staff members are motivated to engage in various training programs offered by organizations such as the National Cadet Corps (NCC) and National

Service Scheme (NSS). These opportunities enable faculty to stay abreast of the latest advancements in their respective fields and implement newly acquired knowledge and skills in the teaching-learning process. By investing in the professional development of its faculty, the institution ensures that it remains at the forefront of educational innovation and excellence

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

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	https://www.kncw.org/wp-content/uploads/2024/05/IQAC-Meetings-2022-2023-1.pdf
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Special features:

Various committees have been formed for promotion of gender equity

and gender sensitization. These are Girls Central Association, Women cell, Legal Literacy cell, Grievance Redressal Cell, Red Ribbon club, Sexual Harassment Cell, Anti-Ragging Committee, Youth Welfare club, NSS and NCC.

Safety and Security measures:

- 24x7e-surveillance with CCTV Cameras.
- 24x7guards recruited under contract for safe monitoring.
- Visitor's log-register at main gate.
- ID Card checking at gate.
- Fire safety devices in college and hostel.
- Facility of Medical Room.
- Facility of gym for girls students for their fitness.
- Common room and canteen for girls.

Institutionalization of Gender Equity:

- Institution extends financial assistance to wards of single mothers, SC Students, National Scholarship, Minority Scholarship, Single girl student.

GenderSensitization and EmpoweringWomen:

- Celebrates International Women's Day,Girl Child Day and Teej Festival.
- Psychology department offers academic and Psychological counseling.
- Carrier guidance cell organized lecture on carrier guidance.
- Medical health checkup camp.
- Legal literacy cell ensures women right's sensitization, Cyber Crime, IPR.

Conduct activities related to women empowerment:

- On 12th July, 2022 and 13th July, 2022,NSS Unit spread awareness among people through rally and expressed their views on "BetiBachao, BetiPadhao".
- Department of Home Science organized a Seminar on the topic "Healthy Diet for Girls" for celebrating National Nutrition Month on 12th September 2022.
- EBSB club celebrated National Girl Child Day on 24th January 2023.

File Description	Documents
Annual gender sensitization action plan	**Nil**
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.kncw.org/wp-content/uploads/2024/05/7.1.1.pdf

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

C. Any 2 of the above

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

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

Solid Waste Management:

- **To reduce waste at institute students and staff are educated on proper waste management practices thorugh lectures, displaying slogan on noticeboards in the campus.**
- **Waste is collected on daily basis from various sources and is separated as dry and wet waste.**
- **Colour coded dustbins are used for different types of wastes. Blue for paper, Green for glass andYellow for plastic.**
- **Dry leaves are thrown into the complosting pits and converted into manure.**

Liquid Waste Management:

- **Liquids are diluted by getting mixed with washrooms and toilet liquid wastes into the common drainage.**
- **Sprinkles are installed for watering the plants in garden.**

Biomedical waste management

- **Not uploaded**

E-Waste Management:

- **E-waste collected is stored in store rooms and disposed every year accordingly.**
- **Old monitors and C.P.Us are repaired by our technician and reused.**
- **Empty toners , cartridges , outdated computers and electronic items are sold as scrap to ensure their safe recycling.**

Waste recycling system:

- **Efforts have taken to produce compost manure from certain solid waste from other sources and efficiently run by the students . Manure is used for the purpose of herbal garden.**
- **Hazardous chemicals and radioactive waste management.**
- **Waste recycling system in boutanical guarden.**

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	**Nil**
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus   **C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
Any other relevant information	View File

     05-06-2024 07:52:54

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

      B. Any 3 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 with trees and plants**

File Description	Documents
Geo tagged photos / videos of the facilities	**No File Uploaded**
Any other relevant documents	<u>View File</u>

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

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

      D. Any 1 of the above

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

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-

      B. Any 3 of the above

reading software, mechanized equipment
5. Provision for enquiry and information :
Human assistance, reader, scribe, soft copies
of reading material, screen   reading

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

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

7.1.8

Strengthening Diversity Across Cultures

-Virasat Bhawan in our Punjabi department is a cultural treasure trove, embracing both heritage and contemporary diversity.

-EBSB fosters appreciation for Indian state customs through quizzes, presentations, and celebrations.

-Fashion show and Talent Hunt showcases our students' artistic abilities, recognizing cultural diversity through performances.

-Teej Festival features traditional dances, poetry, and skits, celebrating Punjabi culture.

The achievements of students in Zonal Youth Festival GNDU, Amritsar are also key aspects towards preserving our cultural heritage.

Economic and Social Inclusion

- Our institution offers institutional scholarships to support low-income students, Post Matric SC/ST Scholarship, Minority Scholarship, Single Girl Child Scholarship, National Merit

Scholarship, Nishkam Scholarship, Sita Ram Jindal Scholarship

- Free access to books from the college library and departmental book banks is provided.

Communal Harmony

- Celebrate cultural events like Teej, Lohri and Diwali to promote respect and understanding.

- Join Hands Club conducts social service projects, promoting kindness and ethical principles.

- The Legal Literacy group educates female students about their rights and legal services.

Advocacy for Language

- We honour linguistic diversity with sessions in Hindi, Sanskrit, and Punjabi and English language.

- Events on International Mother Tongue Day celebrate linguistic heritage with competitions and performances.

- "Hindi Diwas" includes various language competitions and an extension lecture.

Other activities:

Extension lectures, seminars, workshops, field visits Annual sports meet, Annual Fete, Nutrition week, various competotions are the regular features of our college.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**No File Uploaded**
Any other relevant information	View File

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

Our college is dedicated to fostering altruistic feelings such as charity, reverence, sympathy, gratitude, and a sense of duty among students and staff. To cultivate patriotism and a commitment to national development, the college annually celebrates Constitution Day, Independence Day, National Voters Day, Yoga Day, Republic Day, National Youth Day, and Teachers Day, aiming to sensitize the staff and students to constitutional values.

To nurture a sense of gratitude and love, weekly college prayers are conducted. Students also participate in youth and heritage festivals every academic year to stay connected with our rich art, literature, culture, and heritage.

The college offers various clubs, encouraging students to join and engage in activities that foster responsibility and leadership skills.

Additionally, the college staff has participated in election duties in various capacities.

Visits to old age homes were organized to develop empathy for fellow human beings. Mother's Day was observed, water awareness campaigns were conducted, and special programs for hostel students were carried out. The college also promoted awareness about the importance of blood donation and celebrated Nutrition Week.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	[View File](#)
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students,   teachers, administrators and other staff   4. Annual awareness programmes on Code of Conduct are organized

B. Any 3 of the above

File Description	Documents
Code of ethics policy document	**No File Uploaded**
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	**No File Uploaded**
Any other relevant information	[View File](#)

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

National & International Days Celebrated

- **07th July 2022: Van Mahotsav Day**
- **11th July 2022: World Population Day.**
- **12th July 2022: Beti Bachao, Beti Padhao**
- **15th July 2022: One day camp on Importance of Blood Donation'.**
- **22nd July 2022:AzadikaAmritMahotsav.**
- **8th August 2022 to 15th August 2022: 75th Independence Day**
- **1st September to 31st September 2022: 5th RashtriyaPoshanMaah**
- **28th September 2022: 115th Birth Anniversary of Shaheed-e-Azam Bhagat Singh.**
- **1st October 2022: Birth Anniversary of Mahatma Gandhi and Shri Lal BahadurShastri**
- **18th October 2022: CLEAN INDIA Programme**
- **22nd October 2022:Visited Old age Home for celebrating Diwali**
- **31st October 2022: National Unity Day**
- **25th November 2022: Blood Donation Day**
- **26th November 2022: Constitution Day'**
- **01stDecember 2022:AIDS DAY.**
- **12th January 2023: National Youth Day**
- **12th January 2023 to 17-01-2023: Road safety week**
- **24th January 2023: National Girl Child day**
- **24th January 2023 to 26th January 2023: Republic Day**
- **4th February 2023: World Cancer day**
- **08th March 2023: International women Day**
- **From 30th May 2023 to 05th June 2023: World Environment day**
- **21st June 2023: International Yoga Day**

- **22ndJuly 2022: AzadikaAmritMahotsav**

- **8thAugust 2022 to 15thAugust 2022: 75th Independence Day**
- **31stOctober 2022: Unity Day.**
- **25thNovember 2022: Blood Donation Day.**
- **01st December 2022: World AIDS DAY.**
- **20thJanuary 2023: Road Safety Week**
- **15thJanuary 2023: Army Day**
- **24thJanuary 2023: National Girl Child Day**
- **24thJanuary to 26thJanuary 2023: Republic Day**
- **5thJune 2023: Environment Day.**
- **21stJune,2023:International Yoga Day**
- **16thSeptember 2022: World Ozone Day.**
- **24thSeptember ,2022: National Nutrition Week**

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	<u>View File</u>

7.2 - Best Practices

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

Two best Practices successfully implemented by the institution.

1. Student Centric Teaching and Holistic development of girls by providing multiple opportunities.

2. Title of the Practice: Save Energy*

File Description	Documents
Best practices in the Institutional web site	**No File Uploaded**
Any other relevant information	[View File](#)

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

Kamla Nehru college for women rewarding girls institution of Phagwara. KNC consider women education essential for their social, moral, spiritual upliftment. Located in Phagwara the college has covered a distinctive place for itself even after majority of the students come from low income families with minimal exposure in the cultural and sports area and lowest rung academically. They encourges the development of these students in various fields priority for the institution.

Through Academic Activities- The Institution offers a blend of traditional education through its academic programs are at certificate,degree, diploma, post graduate diploma level to specific and general skill development in students. Ahuge number of these programme have vocational content. To ensure practical skills development of students of institution, has signed MOU with different agencies, schools where by trainingand internship opportunities provided to the students.

The Institution also give fee concession, sister concession, pre registrations and KNC made to identify and bring out hidden talent and latent potential of the students so as to promote their all over development.

05-06-2024 07:52:54

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 curriculum of all affiliated colleges is designed, revised and improved by the University. Various academic committees are formed at the university level to run the functioning of the colleges efficiently. College faculty members are a part of these committees and it is through these committees that the overall overview is given to the colleges and the feedback from these committees helps in improving the curriculum.

Apart from this, there is a strong mechanism at the college level also. At the beginning of every academic session, a time table is prepared according to the needs of the students specifically related to their practical subjects. After completing all the formalities, students are made aware of the books and other study materials that are available both online and offline. Departmental meetings are held regularly to discuss curriculum and future plans.While various online and offline audio visual aids are used for the benefit of the students and the faculty members are also always ready to provide all possible assistance to the needy and deserving students. The betterment of the students is the first and foremost objective and duty of the institute.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	Nil

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

The Academic Calendar Committee prepares the college academic calendar every year as per the University calendar. The calendar includes admission schedules, holidays, important dates, teaching-learning plans, examination schedules along with co-scholastic calendar. Each department of the college prepares its own activity calendar which includes extension

lectures, seminars, workshops, field visits, educational trips and other activities organized by the department.

The college calendar is uploaded on the college website and is also displayed on the notice board. The calendar is strictly followed by all the departments. Our continuous internal assessment is done through internal assessment tests, assignments, project works and presentations etc. As per the given instructions, question papers are prepared and submitted to the Registrar office by all the heads. A well-planned date-sheet is provided to the students. And duly checked answer sheets are shown to the students. The result is prepared on the basis of their performance in theory and practical examinations. Students are well informed about the probable and final dates of the university examinations from time to time. And Mission We Care in-charges inform the parents about the students' attendance and overall performance. The calendar is updated and revised as necessary.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

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

A. All of the above

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

1.2 - Academic Flexibility

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

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

0

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	[View File](#)

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

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

02

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

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

16

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

16

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

1.3 - Curriculum Enrichment

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

Curriculum of the college includes EVS, Drug Abuse as a subject in order to make the students aware of their environment issues and bad effects of drug addiction.

1) Human Values: College provides understanding of the attitudes, motivation, behaviour and Influences our perception of the world around us.It involves making moral judgements about what is good or bad.Human values and professional ethics are complimentary to each other. Students are made aware of the concepts of professional ethics through the course contents of B.A ,B.Com,BBA and M.Com. Also,it is mandatory for all the undergraduate students to opt for Punjabi or History and culture of Punjab.

2) Environmental: Environmental ethics is a branch of applied philosophy that studies the conceptual foundation of Environment, value as well as more concrete issue surrounding societal attitude action policies to protect and sustain biodiversity and Ecological System. Environment studies is a compulsory paper accross all undergraduate degrees.

3)Drug Abuse: Drug Education is important because young people are involved in misuse of drugs. So is very important to educate the youth about the danger of substance used and of the consequences of drug abuse. Drug abuse is a compulsory paper across all the undergraduate courses.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

03

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
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**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

03

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

1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**B. Any 3 of the above**

File Description	Documents
URL for stakeholder feedback report	**No File Uploaded**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows	**B. Feedback collected, analyzed and action has been taken**

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	**Nil**

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 sanctioned seats during the year

1800

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

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

supernumerary seats)

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

287

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

On the First day of the college, students are formally greeted by the principal, who imparts introductory remarks. Concurrently, educators also elucidate their background and expound upon the operational framework and assessment methodologies employed within the college.

Students' performance is assessed through class tests and MSTs, after which they are categorized as weak, average, or meritorious. Weak students receive remedial classes to enhance their understanding, while MSTs aim to boost their self-confidence. Average students are encouraged to reach higher levels of knowledge with support from meritorious peers and periodic testing. Meritorious students are assisted by teachers with special notes and motivation to achieve mastery in their subjects, maintaining their university-level standing. Additional classes are offered to keep knowledge current, supplemented by access to special library books and participation in various competitions.

The college arranges a range of activities customized to cater to students at different proficiency levels, ensuring their diverse needs are addressed. These activities include guest lectures, workshops, seminars, and quiz competitions, all designed to facilitate a comprehensive understanding of various topics and subjects. The extraordinary performers in extra-curricular activities are duly felicitated.

File Description	Documents
Link for additional Information	http://www.kncw.org/
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
561	54

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

Student Centric Methodssuch asexperientiallearning,participativelearningandproblem solving methodologiesare used for enhancing their learning experience.

·Faculty members adopt various teaching-learning methods likeinteractive learning, project-based learning, computer-based learning, and experiential learningto enhance students' learning experiences. .

·Interactive lectures are employed to actively involve students in the learning.

·Group discussions, subject quiz, power point presentation and discussionsare done for students to use their problem solving ability as well as for the active participation in the learning process.

·At the departmental level workshops, guest lectures, seminars, festivals and exhibitions are organized for participative learning.

·Classrooms are equipped with ICT technology such as Wi-Fi, LCDs, Smart Classrooms, and E-Learning resources. Digital resources, including video clips, PowerPoint presentations, and relevant movies, enhance individualized learning experiences

for students.

· 'Learning by doing' concept is promoted for conducting field work, and hands on training in some subjects so that students are able to connect theories with practical knowledge.

·Case study, seminar and surveys: Seminars are held in the college by various departments in which they are encouraged to write research report.

·ProjectsandExperiments: The students are involved in projects and various experiments by the department of Commerce and Fashion Designing, in which they are encouraged to write research report.

·Field work and community outreach initiatives enhance experiential learning in the different departments. Students participate in educational tours, industrial visits, internships, and research projects, gaining exposure to real-world contexts.

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	http://www.kncw.org/

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

The entirecampus is equippedwith high speed Wi Fi connectivity.Facultymembers utilized a range of ICT enabled tools such assmart board, projectors, googlemeeting and free conference call platform for conducting online lectures flawlesslyseamless for the students, enhancing the quality of teaching.

Power Pont Presentation is also encouraged by the faculty members, which the students prepare using online modes.

Some departments employ ICT-integrated teaching methods, enhancing the teaching-learning process with regular practical sessions, seminars, and workshops. Projectors, educational videos, and non-print materials aid in making learning more accessible. Additionally, a Digital Hybrid Library is open to

both students and faculty members. Communication Skills are emphasized to develop proficiency in listening, speaking, reading, and writing, supported by access to e-books and e-journals. Group discussions and project work are organized for students focusing on communication skills, while case study methods are utilized by select departments to enrich the learning experience.

Some of the faculty members utilize laptops to prepare notes and presentation. Students are assigned assignments as homework using their own PCs and later submitting the assignments to their teachers.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.kncw.org/virtual-library/

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

25

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

20

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

12

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

54

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The college conducts a mid-Semester exam in every term before the commencement of final semester examinations.

During Summer Session various group discussions paper-presentations and viva voice are conducted in order to develop creative and problem solving ability in the students. During winter sessions internal exams along with various test are also conducted. The internal exams are conducted at college level in the month of September/ October and March. All the practical exams are conducted before the commencement of final theory examination.

- Students receive timely and updated information on the syllabus and assessment procedures at regular intervals.
- House exams, class tests, projects, presentations, attendance records, departmental lectures, extension lectures, group discussions, and similar activities are conducted routinely to evaluate students' progress.
- Results and answer sheets from mid-semester exams and class tests are made available to students, enabling them to identify areas for improvement and address their weaknesses.
- To be eligible for final semester and mid-semester exams, students must maintain a minimum attendance of 75% in both theory lectures and practical/laboratory sessions.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://www.kncw.org/wp-content/uploads/2024/06/2.5.1.pdf

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

Any grievances or concerns raised by students are addressed through specific provisions available for redressal.

- Students are encouraged to provide feedback or lodge complaints using suggestion boxes placed at designated locations.
- For issues related to exams, students can approach the controller of examinations, while any urgent grievances can be brought to the attention of the principal.
- Transparency is maintained in class and house tests by

showing answer sheets to students, and any concerns or doubts are directly handled by the respective subject teacher.
- If students are dissatisfied with their final semester exam results, the college guides them on proper channels for resolution, including applying for re-evaluation within 15 days of result declaration, following university guidelines.
- Students can lodge complaints directly on the GNDU website if they believe they have been treated unfairly, and the matter can be escalated to university officials.
- Students can also discuss their problems with their mission we care in charges.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	https://www.kncw.org/wp-content/uploads/2024/06/2.5.2-1.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The college prospectus and website comprehensively detail programs and their respective course outcomes. Prospective students peruse available courses, familiarizing themselves with outcomes to make informed decisions regarding their academic journey. Faculty members also review the prospectus, guiding students in selecting suitable programs based on their interests and goals. This thorough process ensures transparency and aids students in making well-informed choices about their educational path.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	**Nil**
Upload COs for all courses (exemplars from Glossary)	**No File Uploaded**

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

institution.

Attainment of Course Outcomes:

Course outcomes are assessed through syllabus coverage, completion, continuous evaluation (class tests, mid-semester tests), question paper preparation, evaluation, and result declaration. Department heads and teachers ensure timely course completion, with additional classes organized for students identified as average achievers, thus maintaining quality education standards.

The seventy five percent of compulsory attendance to qualify for writing the examination is adhered to ensure students' participation in the class. The continuous evaluation is done through tests, Quizzes, Written Assignments, Paper Presentation, Oral Presentation, Field Work and so on. The End Semester Examination of every course is based on question paper which is required to test the knowledge of the student from every unit prescribed for study.

Attainment of Programme Outcomes:

At the graduate and post graduate level the attainment of Programme outcome is measured through students' progress to righter courses and higher study either at KNCW or in any Higher Educational Institution in India or abroad.

At the graduate and postgraduate levels, assessing program outcomes relies on students' academic progress, including advancement to higher-level courses at College level. The feedback system which is placed in the college helps to measure and evaluate the attainment of the Programme outcomes. The student feedback system offers insights about how relevant the course is and whether the course materials are easily accessible. These are crucial factors for evaluating program outcomes and assisting the college in gauging its effectiveness in achieving learning goals.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.kncw.org/

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

186

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

https://www.kncw.org/wp-content/uploads/2024/06/Student-Satisfaction-Survey-2022-23-1-4.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

Nil

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

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

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

0

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

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

25

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

3.2 - Research Publications and Awards

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

3.2.1.1 - 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)	View File

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

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

06

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

Our college has been actively engaged in carrying out extension activities in the neighborhood community, with the aim of sensitizing our students to various social issues. These activities not only develop essential skills in our students but also create a strong bond between our institution and the community. Our efforts include organizing rallies, inviting social activists for extension lectures, and conducting awareness drives to connect our youth with the society.

To facilitate this engagement, we offer our students memberships in various clubs and departmental societies. These platforms provide them with opportunities to actively contribute to causes that matter to them. We celebrate significant events such as National Girl Child Day, Medical Camps, Women Empowerment Program, Ek Bharat Shreshth Bharat, World AIDS Day, World Health Day, and conduct awareness campaigns like Voter Awareness, Beti Bachao-Beti Padhao, and Cyber Crime Awareness.

Our students actively participate in environmental initiatives as well, including sapling plantation drives during Van Mahotsav, Clean India Programs, water conservation, and cleanliness drives on occasions like World Environment Day, World Water Day, and Ozone Day. They also engage in charity drives and visit old age homes and orphanages, such as the Guru Nanak Mission Blind and Old Age Home.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

09

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	No File Uploaded

3.3.3 - 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

3.3.3.1 - 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

35

File Description	Documents
Reports of the event organized	View File
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

35

File Description	Documents
Report of the event	View File
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

04

File Description	Documents
e-copies of linkage related Document	**No File Uploaded**
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

02

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	[View File](#)
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	[View File](#)

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college offers essential facilities for students, including well-equipped classrooms, a hybrid library at the center using BIBLIOSOFT software, and IT labs. Safety measures such as water sprinklers are in place, and spacious classrooms with audio-visual aids create an interactive environment. Advanced laboratories support diverse disciplines, while high-tech computing equipment enhances technological literacy. The college boasts state-of-the-art facilities conducive to effective teaching and learning, including advanced equipment in practical rooms and laboratories.

Well-furnished labs support various departments like Computer Science, Fashion Designing, Physical Education, Science, Cosmetology, Psychology, Home Science, Nanny Care & Nutrition, Economics, Commerce, Music, and Fine Arts. The institute also features a seminar/conference hall accommodating 100 people, equipped with LCD projectors and a soundproof system for seminars, presentations, and extension lectures.

Additional facilities include NCC, NSS, Hostel, Administrative Wing, Cafeteria, IQAC Room, Staff Rooms, Heritage Centre (Virasat Bhawan), Gymnasium, meeting room, I.K. Sardana Memorial Hall (Yoga Centre), Open stage, Stress management cell, Multimedia studio, Common room for girls, Hostel, Guest

room, Cafeteria, and Parking zone.

The college library provides an optimal environment for teaching and learning, with extensive book collections, digital resources, and comfortable study spaces. Modern technology enhances the learning experience, encouraging research and exploration. The library also offers a Virtual Library for access to e-resources.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

The Department of Music, established since 1965, offers a vibrant extracurricular environment for students' overall growth through extensive cultural activities. With around 50 musical instruments such as Manual Tanpura, Electronic Tanpura, Tabla, Harmonium, Santoor, Guitar, and more, the department organizes various competitions and events like Inter-College Competition, Youth Festival, seminars, and webinars. Audio-video teaching techniques are incorporated into the academic program.

For cultural and educational events, the college provides the Shri B.K. Sardana Memorial Auditorium, equipped with high-tech sound systems, a big screen projector, fully air-conditioned, with a seating capacity of about 1000 students. The auditorium hosts various events including musical performances, theatre shows, seminars, annual functions, convocations, talent hunts, and youth festivals. An open stage is also available for other college activities.

The Physical Education department, operating successfully since 1965, offers extensive facilities for sports, games, and yoga. It includes basketball grounds, badminton courts, a boxing ring, gymnasium, yoga center, and outdoor and indoor facilities, including a mini stadium for open-air activities. The department regularly participates in Inter-College

Competitions, Inter-University, and National Tournaments, contributing to a vibrant campus life.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	**Nil**

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

08

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

08

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	<u>https://www.kncw.org/wp-content/uploads/2024/05/4.1.3.pdf</u>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<u>View File</u>

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)

2.62

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

- **Name of ILMS software : Bibliosoft**

- **Nature of automation (fully or partially) : fully**

- **Version : 3.0**

- **Year of Automation : 2012**

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://www.kncw.org/wp-content/uploads/2021/07/KNC-Virtual-library.pdf

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	B. Any 3 of the above

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

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-

journals during the year (INR in Lakhs)

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

38,765

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

60

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

4.3 - IT Infrastructure

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

The college boasts 8 computer labs equipped with a high-speed internet connection provided by a 20 mbps leased line from Connect Company. To familiarize students with computer configurations and the functioning of various parts, a hardware display unit has been set up. With a total of 198 computers, the college ensures a well-equipped and connected learning environment. Additionally, the campus is WiFi-enabled.

To further enhance connectivity and meet the increasing requirements, the college plans to upgrade its WiFi speed from 20 mbps to 35 mbps in the coming year. This upgrade will ensure faster and more reliable internet access for students and faculty members, supporting their academic and research activities effectively.

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

4.3.2 - Number of Computers

198

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution	C.10 - 30MBPS

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

6.34

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

1. *Laboratories:* - Stock registers are maintained, and equipment undergoes annual maintenance by all departments. Internal stock verification is conducted yearly by a committee appointed by the Principal. - Regular inspections identify issues, and immediate repairs or replacements ensure seamless functioning. - Fire extinguishers are installed and maintained in all labs. 2. *Library:* - A Library Committee meets biannually to discuss improvements and updates. - Access to e-resources like e-journals and e-books is provided through Inflibnet (NLIST). - Virtual library environment facilitates easy access to updated information. - Footfall records are maintained, and various activities like book fairs and talks are organized. - Photocopying and scanning facilities are provided.

3. *Sports Complex:* - Students are motivated and trained to participate in sports activities. - Physical stock verification and equipment maintenance are conducted annually. - Regular inspections ensure safety and functioning.

4. *Computers:* - LAN and WAN networks are maintained via optical fiber cabling. Internet service with a speed of 20 mbps is provided through a separate lease line. - Fire extinguishers are installed in all computer labs. - Training sessions are provided to enhance students' digital literacy skills.

5. *Classrooms:* - Equipped with modern technology and audio-visual aids, classrooms enhance the learning experience. - Power backup, good RO water supply, and regular maintenance ensure a conducive environment. - Visual aids such as multimedia projectors and smartboards are used for interactive

teaching.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.kncw.org/

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

116

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	[View File](#)
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)	[View File](#)

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

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

136

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

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

C. 2 of the above

File Description	Documents
Link to institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

175

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

175

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

A. All of the above

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	**No File Uploaded**
Upload any additional information	[View File](#)
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

25

File Description	Documents
Self-attested list of students placed	[View File](#)
Upload any additional information	**No File Uploaded**

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

32

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	<u>View File</u>

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

0

File Description	Documents
Upload supporting data for the same	<u>View File</u>
Any additional information	**No File Uploaded**

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.

14

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

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)

In the beginning of every academic session, various clubs and societies are formed, such as the Central Association Team, the NSS, the Science Club, the Sports Club, the Commerce Club, the Association of Computer Professionals, etc., in which students of all the departments become representatives of these associations and clubs. CA teams include the titles of Head Girl, Vice-Head Girl, Secretary, PROs, etc. in order to enhance the organizing skills of students. They organize various events at the college. They also make sure to maintain discipline and cleanliness on the college campus. The Student Council acts as a bridge between students and the head of the institution.

The Central Association Team was formed on September 5th in a college assembly for the Teacher's Day celebration. Interviews with the panel were conducted in the principal's office. All the CA team activities are performed under the guidance of the CA in-charges, i.e., Ms. Sandeep Nandra and Ms. Purnima Bhogal.

File Description	Documents
Paste link for additional information	https://www.kncw.org/wp-content/uploads/2024/05/CA-Team.pdf
Upload any additional information	View File

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

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

32

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	<u>View File</u>
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)	<u>View File</u>

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 of the college keeps in touch with the old students of the college. Every year, students enthusiastically took part in the meeting and also shared their experiences with the other members. They were more than glad to meet their old buddies, their teachers, and the principal, Dr. Savinder Pal. Alumni alsoprovide valuable feedback on the curriculum and campus facilities ,helping the college to improve and stay relevant in the ever-cahnging educational landscape.Everyone was overjoyed and enjoyed this event.

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

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

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

of the institution

Vision:

To be a leading institute, delivering excellent education with a focus on vocational competitiveness and high academic standards. Our institution fosters a culture of learning and research, prioritizes holistic development, and addresses societal needs through innovative teaching methods.

Mission:

Our mission is to shape self-reliant, responsible citizens, promoting social integration and preserving Indian culture. We aspire to establish our college as a mass education landmark, nurturing students to become exemplary individuals while drawing out their best qualities.

- **Nature of Governance:**

Our governance model is oriented towards nurturing competent and professional individuals prepared to thrive in the competitive global landscape. We are committed to delivering quality education, guided by our motto "Vidya Vichari Te Parupkari."

- **Perspective Plan:**

Our strategic plan encompasses accreditation, the enhancement of research centers of excellence, and forging partnerships for advanced studies and student placement. We prioritize maintaining exemplary academic performance and ensuring transparency in the student assessment process.

- **Participation of the Teachers:**

Through participatory management, decision-making powers are distributed across various institutional bodies. The Board of Management oversees all decisions, fostering an environment where both students and faculty contribute suggestions to enhance excellence across all facets of the institute.

File Description	Documents
Paste link for additional information	https://www.kncw.org/mission-vision/
Upload any additional information	View File

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

Under the diligent oversight of the IQAC and in seamless coordination with college authorities, operational procedures within the college are efficiently managed. The faculty collaborates cohesively to ensure the success of these procedures. The college, under visionary leadership and proficient governance, has embraced numerous innovative initiatives and practices. Advocating for decentralization and participatory management isn't just rhetoric; it's deeply ingrained in our actions.

- At the commencement of each academic session, the Principal forms several committees, including the Admission committee, Controller of Examinations, Time-Table committee, Grievance Redressal Cell, Women Cell, Career Counselling Cell, Stress Management Cell, and Library committee.
- Each member's leadership abilities are nurtured through oversight of various academic, curricular, and co-curricular activities. Faculty members are granted autonomy to organize diverse programs.
- The advisory committee and Heads of Departments convene regularly to deliberate on significant matters related to system development, implementation, and enhancement.
- The Principal regularly engages with students, valuing their input which is duly considered for implementation.
- A Purchase Committee is established to ensure the efficient management of available resources.
- Departments are authorized to arrange industrial visits, seminars, workshops, and conferences relevant to their courses.
- Central Association Incharges form student teams actively participating in institutional activities.
- Events like Fete and Diwali Carnival provide platforms for students to showcase entrepreneurial skills and creative talents through various stalls featuring handmade articles, chocolates, and diyas

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Curriculum Development:

The college, affiliated with GNDU, oversees curriculum development, guided by university regulations. Suggestions and recommendations from regulatory bodies, faculty members, and student feedback, along with advancements in the field, inform the process.

Teaching and Learning:

Students receive course outlines and schedules before each academic session. The college strives to complete the curriculum within the designated timeframe, shifting the teaching-learning process from teacher-centric to student-centric.

Examination and Evaluation:

An Examination Department ensures accurate tabulation and organization of exams. Regular class tests, mid-semester exams, and final exams are conducted, with results processed using a computerized system to minimize errors.

Research and Development:

Students are encouraged to participate in in-house research projects, fostering a rich research environment. The college has established a research center with extensive research material.

Library, ICT, and Physical Infrastructure/Instrumentation:

The central library and E-learning center provide ample space and resources for students. Utilizing contemporary trends, the college employs ICT tools and has smart classrooms equipped

with Wi-Fi, LCDs, and projectors.

Human Resource Management:

Faculty performance is evaluated through self-appraisal, conducted by the IQAC. Workshops, webinars, and FDPs are organized to enhance professional development.

Industry Interaction/Collaboration:

Industrial visits, interactions, and academic-industry collaborations provide students with practical insights. These interactions facilitate a better understanding of workplace realities.

Admission of Students:

The college advertises admissions through its website, newspapers, and school visits. Various promotional activities, fee concessions, and counseling services ensure a transparent and inclusive admission process.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	https://www.kncw.org/wp-content/uploads/2024/05/6.2.1-Strategic-and-Development-Plan-Link.pdf
Upload any additional information	**No File Uploaded**

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

The Organogram of the Institution comprises of the Head which is the governing body under which the Principal, Staff and various Committees fall. The Committees are formed on Academic and Administrative basis. The Administrative Committee Comprises of various other Committees such as Purchase Committee ,PTA, Grievances Redressal Cell, Alumni Association, canteen Committee and stock checking Committee.

The academic committee is divided on the basis of Curricular, Co Curricular and Extension Programmes. The Curricular

committee, whose main work is to ensure smooth functioning of administrative work comprise of Admission Committee, IQAC, Examination Committee, Library Committee, Placement Cell, Time Table Committee, Advisory Committee, UGC Committee & Research Committee.

The co-curricular committee comprises of Youth Welfare Committee, Magazine Committee and Sports Committee. Various Extension Programmes, which are for the overall development of the students are run by the college. These comprise of NSS, NCC, Join Hands Club, Science Club, Legal Literacy Cell, Youth Welfare Club, Planning Forum, Commerce Club & Central Association.

Recruitment Policy

The posts for permanent faculty against vacant grant-in-aid posts and self-financed posts are advertised and filled under the university and UGC norms. Contractual faculty is appointed at the college level by a panel of interviewers per the UGC norms.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://www.kncw.org/wp-content/uploads/2024/05/6.2.2.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	B. Any 3 of the above

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

6.3 - Faculty Empowerment Strategies

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

The institution has effective welfare measures in place for its teaching and non teaching staff. Following are the various measures that are taken by the Institution for the Teaching Staff and Non Teaching Staff:

- **Well-equipped and well furnished staff rooms for teaching and Non teaching with modern amenities (Like Micro-wave, Refrigerator, Air Conditioner) with a full time caretaker.**
- **Stress lab is available to manage stress and restore mental balance.**
- **Open access library, research cabins fully equipped with INFLIBNET are available for teachers and students.**
- **Maternity leave to female faculty is provided.**
- **Medical facility and health care centre is available for Teaching and Non Teaching Staff.**
- **Canteen facility and mess facility is also available in the college during college functions.**
- **Provident funds facility is available.**
- **ESI Facility is also provided.**
- **Medical camp is organised for staff and students.**
- **The college provide fitness Zone GYM available.**
- **Beauty and wellness services are provided at the subsidized rates.**
- **Facility of duty leave provided for attending workshops, seminars, and refresher courses.**
- **Hostel facilities are available for female faculty members and students.**
- **Gratuity facilities are also provided for both Teaching and Non Teaching staff.**

- **Fee concession facilities are provided for non teaching employees(Class four)**

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

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

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<u>View File</u>

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

01

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

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

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

5

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

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

The institution has instituted a sophisticated performance appraisal system designed to evaluate employee effectiveness based on predetermined objectives that align with their future

aspirations. This system serves as a valuable tool for management, offering insights into areas for potential enhancement and aiding in the identification of both strengths and weaknesses in employee performance. At the culmination of each academic year, all teachers are required to complete an evaluation form, which is then submitted to the Principal for further examination. Following this submission, the Principal engages in comprehensive discussions with the relevant Heads of Departments (HODs) to assess performance and determine any necessary actions or decisions.

In the evaluation of faculty members, an Annual Performance Appraisal Report (APAR) is completed at the conclusion of each academic cycle. This report serves the dual purpose of documenting each faculty member's position and performance over the preceding year while also outlining expectations for their ongoing development. The reviewing entity meticulously examines the type and quality of work produced by faculty members, considering factors such as teaching effectiveness, research contributions, administrative responsibilities, and professional development activities. By conducting this thorough and systematic assessment, the institution ensures a culture of continuous improvement and accountability within its academic workforce. It provides faculty members with valuable feedback on their performance, facilitates their professional growth, and contributes to the overall advancement of the institution's educational mission

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The college conducts regular audits to ensure financial integrity and adherence to regulations. For internal audits, the college engages a chartered accountant to scrutinize payments, approvals, and compliance with rules and regulations.

Internal auditors meticulously review income tax deductions, timely deposits of TDS, GST, and adherence to accounting standards for accurate financial reporting. Budgetary compliance and proper record-keeping are also evaluated.

Internal audits occur quarterly to ensure timely statutory dues' deposit, budgetary control, and compliance with sanctions and approvals, while also identifying any payment irregularities. Additionally, the institution undergoes an external audit conducted by the Audit Organization of the Punjab Government. The final audit is overseen by the Auditor General of the Punjab Government.

Under the supervision of internal and statutory auditors, financial accounts are prepared by the institution. Deviations are reported to management through observations from both auditors, and subsequent discussions lead to issue resolution and corrective actions.

This thorough auditing process ensures transparency, accountability, and adherence to financial regulations, contributing to the institution's overall governance and financial management.

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

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)

87500

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

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

The institution prioritizes the transparent and efficient management of its financial resources through regular financial audits conducted on funds received from various agencies. Utilization certificates, duly audited by external auditors, ensure accountability and compliance with financial regulations.

A well-structured institutional mechanism, including committees such as the UGC Committee, Purchase Committee, and Library Committee, oversees the effective mobilization of resources for academic development. The Purchase Committee ensures proper procurement practices, while the UGC Committee monitors fund utilization according to predetermined allocations. The Library Committee ensures optimal utilization of library resources.

Additionally, funds are allocated for social service activities, reflecting the institution's commitment to social responsibility through initiatives such as NSS, NCC, Red Ribbonand various clubs. To maintain accountability and efficiency, the Principal directs regular internal audits by chartered accountants and external audits by government authorities.

Furthermore, the institution promotes innovative teaching-learning practices to optimize resource utilization. At the end of each academic session, stock checks are conducted to prevent pilferage and ensure the proper maintenance of resources. These measures collectively contribute to the institution's goal of ensuring the optimal utilization of resources in support of its educational mission

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

6.5 - Internal Quality Assurance System

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

Internal Quality Assurance Cell of the college serves as a cornerstone in upholding and enhancing quality of education through a myriad of quality enhancement measures and monitoring mechanisms embedded within the teaching-learning process. Seminars and extension lectures are meticulously organized for faculty members, providing them with opportunities to broaden their knowledge base and stay abreast of the latest developments in their respective fields.Teachers' self appraisal reports are collected by IQAC. It also collects feedback from students, alumni and prospective employers of the students. IQAC recommends teachers' participation in faculty improvement programmes.

In a bid to foster confidence and competitive spirit among students, the college regularly facilitates their participation in various competitions hosted by different colleges. Additionally, camps are meticulously organized to instill in students the values of character, discipline, and hard work, thereby shaping them into responsible citizens of the country. These activities, beyond the realm of academics, are essential for the holistic growth of students, equipping them with skills and values necessary for success in all facets of life.The IQAC ensuresto follow the academic calender.It contains the detailed planning of the academic,co-curricular activities, important days and their dates. It also contained the tentative dates of examination, vacations and key activities of the institution.

IQAC ensuresholistic developmentfor thestudents of the college, remains committed to its mission of providing a conducive learning environment that nurtures the intellectual, personal, and professional growth of its students and faculty alike.

File Description	Documents
Paste link for additional information	https://www.kncw.org/wp-content/uploads/2024/05/IQAC-Meetings-2022-2023-1.pdf
Upload any additional information	No File Uploaded

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 demonstrates a commitment to continuous improvement in its teaching-learning processes, operational structures, and methodologies through the establishment of the Internal Quality Assurance Cell (IQAC), adhering to established norms. Regular reviews are conducted at periodic intervals to evaluate the effectiveness of existing practices and identify areas for enhancement. These evaluations are integral to fostering a culture of excellence and innovation within the institution.

During the first cycle, the institution focuses on recording incremental improvements made in the preceding year with regard to quality. These improvements may include enhancements in teaching methodologies, curriculum development, assessment strategies, and student support services. .

In subsequent cycles, the institution not only reviews incremental improvements made in the preceding year but also prioritizes post-accreditation quality initiatives. These initiatives aim to build upon the foundation established during the accreditation process and further elevate the quality of education and learning outcomes. . Furthermore, to enhance the intellectual acumen and skill development of faculty members, the college actively encourages staff participation in Faculty Development Programs (FDPs) and refresher courses. Additionally, staff members are motivated to engage in various training programs offered by organizations such as the National Cadet Corps (NCC) and National Service Scheme (NSS). These opportunities enable faculty to stay abreast of the latest advancements in their respective fields and implement newly acquired knowledge and skills in the teaching-learning process. By investing in the professional development of its faculty, the institution ensures that it remains at the forefront of educational innovation and excellence

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

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	https://www.kncw.org/wp-content/uploads/2024/05/IQAC-Meetings-2022-2023-1.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Special features:

Various committees have been formed for promotion of gender equity and gender sensitization. These are Girls Central Association, Women cell, Legal Literacy cell, Grievance Redressal Cell, Red Ribbon club, Sexual Harassment Cell, Anti-Ragging Committee, Youth Welfare club, NSS and NCC.

Safety and Security measures:

- 24x7e-surveillance with CCTV Cameras.
- 24x7guards recruited under contract for safe monitoring.
- Visitor's log-register at main gate.
- ID Card checking at gate.
- Fire safety devices in college and hostel.
- Facility of Medical Room.
- Facility of gym for girls students for their fitness.
- Common room and canteen for girls.

Institutionalization of Gender Equity:

- Institution extends financial assistance to wards of single mothers, SC Students, National Scholarship, Minority Scholarship, Single girl student.

GenderSensitization and EmpoweringWomen:

- Celebrates International Women's Day,Girl Child Day and Teej Festival.
- Psychology department offers academic and Psychological counseling.
- Carrier guidance cell organized lecture on carrier guidance.
- Medical health checkup camp.
- Legal literacy cell ensures women right's sensitization, Cyber Crime, IPR.

Conduct activities related to women empowerment:

- On 12th July, 2022 and 13th July, 2022,NSS Unit spread awareness among people through rally and expressed their views on "BetiBachao, BetiPadhao".
- Department of Home Science organized a Seminar on the topic "Healthy Diet for Girls" for celebrating National Nutrition Month on 12th September 2022.
- EBSB club celebrated National Girl Child Day on 24th January 2023.

File Description	Documents
Annual gender sensitization action plan	**Nil**
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.kncw.org/wp-content/uploads/2024/05/7.1.1.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	[View File]()
Any other relevant information	[View File]()

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

Solid Waste Management:

- **To reduce waste at institute students and staff are educated on proper waste management practices thorugh lectures, displaying slogan on noticeboards in the campus.**
- **Waste is collected on daily basis from various sources and is separated as dry and wet waste.**
- **Colour coded dustbins are used for different types of wastes. Blue for paper, Green for glass andYellow for plastic.**
- **Dry leaves are thrown into the complosting pits and converted into manure.**

Liquid Waste Management:

- **Liquids are diluted by getting mixed with washrooms and**

    toilet liquid wastes into the common drainage.
  - Sprinkles are installed for watering the plants in
    garden.

Biomedical waste management

  - Not uploaded

E-Waste Management:

  - E-waste collected is stored in store rooms and disposed
    every year accordingly.
  - Old monitors and C.P.Us are repaired by our technician
    and reused.
  - Empty toners , cartridges , outdated computers and
    electronic items are sold as scrap to ensure their safe
    recycling.

Waste recycling system:

  - Efforts have taken to produce compost manure from certain
    solid waste from other sources and efficiently run by the
    students . Manure is used for the purpose of herbal
    garden.
  - Hazardous chemicals and radioactive waste management.
  - Waste recycling system in boutanical guarden.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. **Restricted entry of automobiles** 2. **Use of Bicycles/ Battery powered vehicles** 3. **Pedestrian Friendly pathways** 4. **Ban on use of Plastic** 5. **landscaping with trees and plants**	**B. Any 3 of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	**No File Uploaded**
Any other relevant documents	View File

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

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage 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. Any 3 of the above

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

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

7.1.8

Strengthening Diversity Across Cultures

-Virasat Bhawan in our Punjabi department is a cultural treasure trove, embracing both heritage and contemporary diversity.

-EBSB fosters appreciation for Indian state customs through quizzes, presentations, and celebrations.

-Fashion show and Talent Hunt showcases our students' artistic abilities, recognizing cultural diversity through performances.

-Teej Festival features traditional dances, poetry, and skits,

celebrating Punjabi culture.

The achievements of students in Zonal Youth Festival GNDU, Amritsar are also key aspects towards preserving our cultural heritage.

Economic and Social Inclusion

- Our institution offers institutional scholarships to support low-income students, Post Matric SC/ST Scholarship, Minority Scholarship, Single Girl Child Scholarship, National Merit Scholarship, Nishkam Scholarship, Sita Ram Jindal Scholarship

- Free access to books from the college library and departmental book banks is provided.

Communal Harmony

- Celebrate cultural events like Teej, Lohri and Diwali to promote respect and understanding.

- Join Hands Club conducts social service projects, promoting kindness and ethical principles.

- The Legal Literacy group educates female students about their rights and legal services.

Advocacy for Language

- We honour linguistic diversity with sessions in Hindi, Sanskrit, and Punjabi and English language.

- Events on International Mother Tongue Day celebrate linguistic heritage with competitions and performances.

- "Hindi Diwas" includes various language competitions and an extension lecture.

Other activities:

Extension lectures, seminars, workshops, field visits Annual sports meet, Annual Fete, Nutrition week, various competotions are the regular features of our college.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**No File Uploaded**
Any other relevant information	View File

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

Our college is dedicated to fostering altruistic feelings such as charity, reverence, sympathy, gratitude, and a sense of duty among students and staff. To cultivate patriotism and a commitment to national development, the college annually celebrates Constitution Day, Independence Day, National Voters Day, Yoga Day, Republic Day, National Youth Day, and Teachers Day, aiming to sensitize the staff and students to constitutional values.

To nurture a sense of gratitude and love, weekly college prayers are conducted. Students also participate in youth and heritage festivals every academic year to stay connected with our rich art, literature, culture, and heritage.

The college offers various clubs, encouraging students to join and engage in activities that foster responsibility and leadership skills.

Additionally, the college staff has participated in election duties in various capacities.

Visits to old age homes were organized to develop empathy for fellow human beings. Mother's Day was observed, water awareness campaigns were conducted, and special programs for hostel students were carried out. The college also promoted awareness about the importance of blood donation and celebrated Nutrition Week.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	B. Any 3 of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
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	No File Uploaded
Any other relevant information	View File

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

National & International Days Celebrated

- **07th July 2022: Van Mahotsav Day**
- **11th July 2022: World Population Day.**
- **12th July 2022: Beti Bachao, Beti Padhao**
- **15th July 2022: One day camp on Importance of Blood Donation'.**
- **22nd July 2022:AzadikaAmritMahotsav.**
- **8th August 2022 to 15th August 2022: 75th Independence**

Day
- 1st September to 31st September 2022: 5th RashtriyaPoshanMaah
- 28th September 2022: 115th Birth Anniversary of Shaheed-e-Azam Bhagat Singh.
- 1st October 2022: Birth Anniversary of Mahatma Gandhi and Shri Lal BahadurShastri
- 18th October 2022: CLEAN INDIA Programme
- 22nd October 2022:Visited Old age Home for celebrating Diwali
- 31st October 2022: National Unity Day
- 25th November 2022: Blood Donation Day
- 26th November 2022: Constitution Day'
- 01stDecember 2022:AIDS DAY.
- 12th January 2023: National Youth Day
- 12th January 2023 to 17-01-2023: Road safety week
- 24th January 2023: National Girl Child day
- 24th January 2023 to 26th January 2023: Republic Day
- 4th February 2023: World Cancer day
- 08th March 2023: International women Day
- From 30th May 2023 to 05th June 2023: World Environment day
- 21st June 2023: International Yoga Day

- 22ndJuly 2022: AzadikaAmritMahotsav

- 8thAugust 2022 to 15thAugust 2022: 75th Independence Day
- 31stOctober 2022: Unity Day.
- 25thNovember 2022: Blood Donation Day.
- 01st December 2022: World AIDS DAY.
- 20thJanuary 2023: Road Safety Week
- 15thJanuary 2023: Army Day
- 24thJanuary 2023: National Girl Child Day
- 24thJanuary to 26thJanuary 2023: Republic Day
- 5thJune 2023: Environment Day.
- 21stJune,2023:International Yoga Day
- 16thSeptember 2022: World Ozone Day.
- 24thSeptember ,2022: National Nutrition Week

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	View File

7.2 - Best Practices

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

Two best Practices successfully implemented by the institution.

1. Student Centric Teaching and Holistic development of girls by providing multiple opportunities.

2. Title of the Practice: Save Energy*

File Description	Documents
Best practices in the Institutional web site	**No File Uploaded**
Any other relevant information	View File

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

Kamla Nehru college for women rewarding girls institution of Phagwara. KNC consider women education essential for their social, moral, spiritual upliftment. Located in Phagwara the college has covered a distinctive place for itself even after majority of the students come from low income families with minimal exposure in the cultural and sports area and lowest rung academically. They encourges the development of these students in various fields priority for the institution.

Through Academic Activities- The Institution offers a blend of traditional education through its academic programs are at certificate,degree, diploma, post graduate diploma level to

specific and general skill development in students. Ahuge number of these programme have vocational content. To ensure practical skills development of students of institution, has signed MOU with different agencies, schools where by trainingand internship opportunities provided to the students.

The Institution also give fee concession, sister concession, pre registrations and KNC made to identify and bring out hidden talent and latent potential of the students so as to promote their all over development.

File Description	Documents
Appropriate web in the Institutional website	**No File Uploaded**
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

Future Plans:

- Problems related to fee issues, health, leave and overall satisfaction of students to be recorded till date.
- Recording of Parent- Teacher meetings (Feedback) along with Mission We Care data to be maintained.
- To enrich the college library, all heads of departments to purchase books related to their syllabus only.
- Alumni of the college to be registered.
- Administrative Audit of last 5 years along with registers and record of scholarships to be maintained.
- Record of all Prize winners along with placement cell record to be maintained by all departments.
- E- mail ids of all the staff members to be updated by all the members. Record of Publications with full details to be kept.
- No. of workshops, seminars etc. attended by the teachers to be recorded.
- Inter school competitions will be organized.
- Health awareness programmes will be organized during next session.
- College and hostel renovation will be done during next session.
- Green Audit club will mark the names of all plants.
- "Pallvan" Journal will be published in 2 volumes (2018-21) and (2022-24).
- Ms. Kamlesh, Assistant Professor in History will apply

Minor Project from ICSSR, New Delhi.