



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution

SAROOP RANI GOVERNMENT COLLEGE
FOR WOMEN

- Name of the Head of the institution PROF Dr. DALJIT KAUR
- Designation PRINCIPAL
- Does the institution function from its own campus? Yes

- Phone no./Alternate phone no. 01832225818
- Mobile No: 9356000995
- Registered e-mail gcamritsar@gmail.com
- Alternate e-mail
- Address McLeod Road Rani Ka Bagh
- City/Town Amritsar
- State/UT Punjab
- Pin Code 143001

2.Institutional status

- Affiliated / Constitution Colleges Affiliated
- Type of Institution Women
- Location Urban

- Financial Status **UGC 2f and 12(B)**
- Name of the Affiliating University **Guru Nanak Dev University
Amritsar**
- Name of the IQAC Coordinator **Dr Surinder Kaur**
- Phone No. **9501033384**
- Alternate phone No. **9501033384**
- Mobile **01832225818**
- IQAC e-mail address **iqac.srgcw@gmail.com**
- Alternate e-mail address **gcamritsar@gmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year)) <http://srgcwamritsar.org/pdf/AQAR%202021-22.pdf>

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

- if yes, whether it is uploaded in the Institutional website Web link: <https://srgcwamritsar.org/pdf/28-9-2023/annual-calender.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A	Nil	2004	01/10/2004	31/10/2009
Cycle 2	A	3.20	2014	10/12/2014	10/12/2019

6. Date of Establishment of IQAC **14/01/2005**

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
DHE	RUSA I	Centre/State	2022-23	50,00,000/- (25 Lakhs in 2 installments)

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 **7**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

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

- If yes, mention the amount

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

As a part of quality initiative, the college in collaboration with Mahatma Gandhi National Council of Rural Education, DHE, Ministry of Education, Govt of India participated in National Institutional Sustainability Ranking 2022-23 on given parameters. The institution received certificate of accreditation for the academic year 2022-23 in phase I of the National Rural Institutions Sustainability Grading (NRISG).

Green/Environment/Energy Audit Certificate by Tera Synn Initiatives
Successfully completed FDP on NEP by faculty members

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
Augmentation of Infrastructure facilities	Construction of Academic Block under RUSA
Purchase of New Equipment Refurbishment of Gym	Under RUSA New Computers, IFPs and sports equipment have been purchased
Capacity Building workshops for teachers	FDP on NEP successfully completed by faculty of the college
Commemoration of National days and Remembering Patriotic Heroes	Cycle Rally, Nukkad Natak and Poster making were held to commemorate Birth anniversary of Saheed Bhagat Singh. The college celebrates Republic Day, Independence Day, National Unity Day, Gandhi Jayanti and other national days..

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

Part A

Data of the Institution

1.Name of the Institution	SAROOP RANI GOVERNMENT COLLEGE FOR WOMEN
• Name of the Head of the institution	PROF Dr. DALJIT KAUR
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01832225818
• Mobile No:	9356000995
• Registered e-mail	gcamritsar@gmail.com
• Alternate e-mail	
• Address	McLeod Road Rani Ka Bagh
• City/Town	Amritsar
• State/UT	Punjab
• Pin Code	143001
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Women
• Location	Urban
• Financial Status	UGC 2f and 12(B)
• Name of the Affiliating University	Guru Nanak Dev University Amritsar
• Name of the IQAC Coordinator	Dr Surinder Kaur

• Phone No.	9501033384				
• Alternate phone No.	9501033384				
• Mobile	01832225818				
• IQAC e-mail address	iqac.srgcw@gmail.com				
• Alternate e-mail address	gcamritsar@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	http://srgcwamritsar.org/pdf/AOAR%202021-22.pdf				
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• if yes, whether it is uploaded in the Institutional website Web link:	https://srgcwamritsar.org/pdf/28-9-2023/annual-calender.pdf				
5.Accreditation Details					
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Cycle 2	A	3.20	2014	10/12/2014	10/12/2019
6.Date of Establishment of IQAC			14/01/2005		
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• Upload latest notification of formation of IQAC			View File		

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<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
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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
2022	15/01/2023

15. Multidisciplinary / interdisciplinary

The college is multidisciplinary institute offering a diverse range of programmes in Humanities, Science, Commerce and Computer Science. Being a government college affiliated to Guru Nanak Dev University, Amritsar (GNDU, Amritsar), the curriculum is jointly determined by both entities. Decisions regarding the integration of humanities and science, credit based courses and the entry exit policy will be made at the level of affiliating university i.e. GNDU, Amritsar. However, to make the curricula interesting

and effective, the college fosters student engagement and holistic approach through various methods: Guest lectures, competitions and field visits are organized by these societies to facilitate the integration of knowledge. Various awareness programmes held in alignment with the government of Punjab initiative such as Buddy Program, Mission Tandrust Punjab and Ek Bharat Shreshtha Bharat are its examples. Under Jagat Guru Nanak Dev Punjab State Open University (JGND PSOU) students of the college have access to skill based certificate and diploma courses.

16. Academic bank of credits (ABC):

Affiliated to Guru Nanak Dev University, Amritsar, Our college adheres to the syllabi, norms and credit system of the university. DHE and affiliating university has taken initiative to implement the guidelines of NEP 2020. We organized orientation sessions for our students to guide them through the registration process on ABC portal, where they successfully completed their registrations. The courses offered under JGNDPSOU for the session are designed with a credit based structure.

17. Skill development:

The institution has vocational subjects in its curriculum and the students undertake on-the-job-training to strengthen their skills. Functional English, Functional Hindi, Hindi Patrakarita, Clinical Nutrition and Dietetics are offered to students. These vocational subjects provide edge to the students in the job sector. The Fine Arts, Home Science and Clinical Nutrition & Dietetics departments organize workshops by inviting the expert resource persons. In these workshops students learn skills like candle making, fabric painting, preparation of healthy food items etc. which are otherwise not included in the syllabus. Under JGND PSOU students of the college are offered add-on skill based courses to enhance their employability skills and project based learning.

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

The institution offers Functional Hindi and Hindi Patrikarita as vocational courses and apart from these it also offers elective Hindi and elective Punjabi to its students. Bilingual method of teaching is employed by the teachers to clarify the concepts clear to the young learners and to facilitate learning among for the diverse group of learners. Functional Hindi, Hindi Patrikarita, Elective Hindi and Elective Punjabi and Indian

Classical Dance are the subject options which are taught in Hindi and Punjabi also. These subjects are offered to students opting for Bachelor Degree in Arts. Students of Arts are given the choice to write their answers scripts in vernacular language by the affiliating university in optional subjects in Arts stream like Psychology, Philosophy, Fine Arts, Home Science, Economics, Political Science, History etc. Indian Classical Dance, Music (Vocal) and Music(Instrumental) are offered to students as the subject option. The students of the college have been the winners in performing arts during Zonal Youth Festival organized by the affiliating university and have performed at the national level too. Traditional festivals like Savan(Teej), Basant and Lohri are celebrated in the college campus to apprise the young generations about their rich cultural heritage.

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

Students of vocational courses are sent for on-the job training. Various departments organize competitions as well as exhibitions so that the student gets a practical insight and clarity on the theoretical aspects. e.g. Department of Political Science celebrates Voter day, Legal literacy day, Constitution day by organizing various competitions. Department of CND run cafeteria "Cafe Zodiac" every year in which the students prepare different food items. Department of sociology/philosophy organize slogan writing competitions or poster making to highlight the social evils, ethics etc.

20.Distance education/online education:

The institution is affiliated to Guru Nanak Dev University and is under DHE, Govt. of Punjab, so no autonomous decision can be taken regarding ODL mode. This mode can be adopted only if permission is granted by the higher authorities.

Extended Profile

1.Programme

1.1

16

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

File Description	Documents
Data Template	View File

2.Student2.1 2873

Number of students during the year

File Description	Documents
Data Template	View File

2.2 462Number of seats earmarked for reserved category as per GOI/
State Govt. rule during the year

File Description	Documents
Data Template	View File

2.3 799

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	No File Uploaded

3.Academic3.1 92

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 104

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	16
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	2873
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	462
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	799
File Description	Documents
Data Template	No File Uploaded
3.Academic	
3.1 Number of full time teachers during the year	92
File Description	Documents
Data Template	View File

3.2	104
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	No File Uploaded

4.Institution	
4.1	23
Total number of Classrooms and Seminar halls	
4.2	71.5644
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	119
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The institution deploys the eclactic action plan for effective implementation of the prescribed curriculum. At the beginning of each academic session, the Academic calendar along with the time table for Arts, Commerce and Science Streams is prepared according to the number of elective subjects and the options offered to the students. The time table is displayed on the Students' Notice Board as well as Teachers' Notice Board.

- Creation of sections: Sections are made as per the subject combination and the student strength.
- Unitization of Syllabus: Syllabus is divided at the departmental level according to the number of terms.
- Workload is allotted to respective teachers which include number of classes and the section strength. The teachers acquaint the students with the prescribed course content, texts and recommend relevant books and inform students about the pattern of the University question paper for

better understanding.

- Regular periodic departmental meetings are held to review the progression of the syllabus.

File Description	Documents
Upload relevant supporting document	No File Uploaded
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 college follows the academic calendar of the affiliating university for examination, assessment and evaluation, co-curricular activities like Talent Search, Youth festival, sports, etc. The details are provided to the students at the notice board. Monthly classtests and assignmnets are also given to the students for assessments and feedback mechanisms adhering to the academic calendar in letter and spirit. Students are giventhe projects and seminars and are asked to meet thedeadlines.

For formal evaluation, the details of mid semester examinations is circulated through tutorial groups, whatsapp groups and notice board. Besides this, the academic calendar also carries information regarding general orientation programme, admissions, scholarship application dates, NCC and NSS induction dates, planning of cocurricular activities by the subject societies and clubs.

Variousbodies like student council, discipline committee and hostel committees, add on courses, workshops, seminars and celebration of different days of National importance.Academic and Co-curricular activities are blended in the academic calender to enrich the learning experience.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	Nil

1.1.3 - Teachers of the Institution

B. Any 3 of the above

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

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	No File Uploaded
Any additional information	No File Uploaded

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)	No File Uploaded

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)

6

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
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

90

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

90

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

The institution encourages the inculcation of moral and ethical values among the students. It acknowledges the need to integrate value education with decision making skills in their personal as well as professional domains. College celebrates National and International days such as Republic day, Independence Day, Women's day, Teacher`s day, Human Right Day, International Yoga Day, Voter's Day and regional festivals as well. Environment Club of the college organizes workshop and seminars on significant themes based on environment and ecology to make students aware about efficient use of natural resources. Lectures on cyber security, road safety women empowerment are conducted in the campus to make students aware about social issues.

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	No File Uploaded

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

6

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)	No File Uploaded

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

120

File Description	Documents
Any additional information	No File Uploaded
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	C. Any 2 of the above								
<table border="1"> <thead> <tr> <th data-bbox="86 353 523 421">File Description</th> <th data-bbox="523 353 1394 421">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 421 523 524">URL for stakeholder feedback report</td> <td data-bbox="523 421 1394 524">No File Uploaded</td> </tr> <tr> <td data-bbox="86 524 523 779">Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)</td> <td data-bbox="523 524 1394 779">No File Uploaded</td> </tr> <tr> <td data-bbox="86 779 523 882">Any additional information(Upload)</td> <td data-bbox="523 779 1394 882">No File Uploaded</td> </tr> </tbody> </table>	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)	No File Uploaded	Any additional information(Upload)	No File Uploaded	
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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)	No File Uploaded								
Any additional information(Upload)	No File Uploaded								
1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website								
<table border="1"> <thead> <tr> <th data-bbox="86 1057 523 1124">File Description</th> <th data-bbox="523 1057 1394 1124">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1124 523 1227">Upload any additional information</td> <td data-bbox="523 1124 1394 1227">No File Uploaded</td> </tr> <tr> <td data-bbox="86 1227 523 1339">URL for feedback report</td> <td data-bbox="523 1227 1394 1339">Nil</td> </tr> </tbody> </table>	File Description	Documents	Upload any additional information	No File Uploaded	URL for feedback report	Nil			
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									
1340									
<table border="1"> <thead> <tr> <th data-bbox="86 1697 523 1765">File Description</th> <th data-bbox="523 1697 1394 1765">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 1765 523 1832">Any additional information</td> <td data-bbox="523 1765 1394 1832">No File Uploaded</td> </tr> <tr> <td data-bbox="86 1832 523 1935">Institutional data in prescribed format</td> <td data-bbox="523 1832 1394 1935">View File</td> </tr> </tbody> </table>	File Description	Documents	Any additional information	No File Uploaded	Institutional data in prescribed format	View File			
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

829

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

The college practices regular monitoring and mentoring to keep track of slow learners' progress. Advanced learners are indulged to mentor weak students and help them in area of weakness in the subject.

- Revision in the classes and discussion sessions are held and remedial teaching is encouraged when required.
- College conducts numerous activities, class tests and the house examinations to assess as well as to standardize the growth of advanced learners and slow learners.
- On the basis of the performance and evaluation, the weak students are identified and additional guidance is imparted to them through personalized instructions, one-on-one tutoring to ensure effectiveness.
- Teachers take special assignments and tests of the weak students to fill the gap between the students.

For advanced learners, special programs such as mentorship opportunities, participation in various competitions are provided.

File Description	Documents
Link for additional Information	Nil
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
2873	92

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

The teaching methodology in the college has been designed to be student-centric. College provides a healthy, congenial environment for the holistic growth of the learner's personality. Teaching-learning methods adopted by the institute include

- lecture base method
- interactive sessions
- computer based assignments
- Project-based learning
- hands on learning for practical subjects
- PowerPoint presentations make learning interesting along with regular lecture method.
- The teachers make learning interactive by encouraging students to participate in group discussion, role-play, and subject quiz.

Students are encouraged to think for themselves and solve each problem, irrespective of the field to which they belong, using their own mental faculties. Assignments and presentations play an important role in facilitating critical and problem solving capabilities in the students. Teachers encourage active participation of the students in classroom interactive sessions. In an attempt to make the lectures motivating, lectures with audio-visual aids, smart-board techniques, and over head projectors are incorporated. Well equipped science, computer science and home science laboratories allow the students to explore and follow experiments more innovatively. NCC, NSS and Red Cross Society of the college nurture students to dedicate their services for social and moral cause. In addition to this, talent hunt and various talks by eminent speakers prepare them to meet the challenges of life.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

The institution supports the use of traditional as well as tech-based methodologies for long term learning. PPTs, Video clippings, animations, video demonstrations from online sources is used to embrace the effective teaching-learning process. To facilitate the teaching- learning practices beyond the four walls of the class room, various e- learning platforms have been employed whihc including Google meet, Zoom and Microsoft teams.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

72

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

2.4 - Teacher Profile and Quality

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

92

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

45

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

92

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 institute follows the regulations of Guru Nanak Dev University. The college implements the periodical assessment of students in order to evaluate their aptitude so that requisite steps can be taken to redress the problems associated with their performance. House tests are conducted to keep record of students' progress. Slow learners are permitted to improve their marks through assignments and classtests. Regular tests are conducted every month and students are presented with the opportunity to give presentations in the class to improve their communicative and analytical skills. A proper record of these tests is maintained to enhance the transparency in the system. In addition to this, it helps the students to keep track of their progress, their strengths and weaknesses.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

After each class test/ house test, answer sheets are evaluated and each question including doubts from students are discussed thoroughly in the class. Institute follows a transparent and timeframed examination pattern.

- The college has an examination committee to handle the frame work of entire examination and evaluation process. The internal examination schedules are prepared as per the university norms and communicated to the students well in advance.
- To ensure proper conduct of tests, invigilators are assigned to conduct the examinations, and evaluation is done by the respective faculty members within a stipulated time. The evaluated answersheets/papers of the students are distributed for the verification and if any any grievance is reported, it is redressed immediately by the concered teacher. In case, the students have any grievance with reference to evaluation, re-valuation is supported for satisfaction of students.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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.

It is ensured that elaborated outcomes of each course and subject are communicated to the students at the commencement of the classes so that student should understand the applicability and features of the subject matters. Institute considers that spending time in communicating the features of course to the students plays significant role in shaping up their future prospects.

- UG courses in Commerce have objectives to provide intensive in-depth related to their fields, and to promote rational approach towards problem solving. This course provides students with expertise in various areas of business administration.
- UG courses in Science have objectives to provide core information of all around. The courses in science aim at providing knowledge about career opportunities and to nurture the analytical and practical approach which will be helpful for the progression towards higher education.
- UG courses in Arts leads to the enrichment of values and core understanding of market challenges. The course enhances the process of rational thinking, problem solving and analytical evaluation from different perspectives.
- PG programmes are run to inculcate higher levels of learning, and to develop the art of acquisition, interpretation and effective communication of knowledge which is important for the job market.

File Description	Documents
Upload any additional information	No File Uploaded
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.

The course outcomes are measured through different aspects including syllabus, evaluation, and result. The continuous mentoring and evaluation is done through tests, quizzes, assignments, and presentations, and performance of students in the examinations is measured to observe the attainment of POs and COs.

- IQAC (Internal Quality Assurance Cell) sets benchmarks to reach various academic goals, and observes the attainment of expected results.
- Participation of students in the interactive sessions holds special attention in the college which leads to impart confidence and sense of responsibility among the students.
- Organization of seminars, educational excursions, and workshops on periodical basis is helpful in giving exposure to students so that they understand their subjects from the vision of experts.
- Alumni association monitors the achievements of the graduates from the college. It maintains a record of personal and professional data of the old students.

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

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

719

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	No File Uploaded
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)

<http://srgcwamritsar.org/feedback.html>

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)

0

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

3.1.2 - Number of 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)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - 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

26

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
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

7

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**

07

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

Extension activities are carried out by NSS and subject societies. The students are also sensitized towards various social issues through seminars and webinars. The students were asked to keep themselves healthy and follow the norms laid for Covid 19 as per Govt. Instructions.

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

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**

01

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
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

15

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

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

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

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

Nil

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

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

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Area The campus area of our College is 14.62 acres and the built up area is 20719.90 sq meter. Physical Facilities

- College has 23 classrooms, 3 Lecture Theaters, 14 Smart classrooms and 25 Laboratories as per year 2022-23.
- 3 Chemistry Labs, 2 Physics Labs, Botany Labs, Zoology Labs and Geography Labs, 5 HomeScience labs, 1 Psychology, Clinical Nutrition & Dietetics and 6 High Tech Computer labs.
- Auditorium with 500+ seating capacity.
- Multimedia Room equipped with WiFi facilities & Projectors
- Botany and Zoology Museum

- New Academic Block with 9 rooms under the RUSA grant has been completed in the current session.
- A Staff room with a capacity of 100
- Departmental Rooms
- Canteen
- Dispensary
- IQAC room
- 2 Generators
- 5 RO Water filters
- Parking facilities
- Bookshop
- Photostat shop
- Ramp & Wheel chair facilities for Physically Challenged Students
- A centralized computerized Amrita Pritam Library with 56775 books, 9 Newspapers, 24 Magazines & 12 Journals. Subscription to INFLIBNET'S N-List program that provides access to 6000+ e-Journals, 1,99,500 e-Books and 99,859,537 e-Books under NDL.
- Newly renovated college hostel with 66 rooms for both students & female faculty with Wi-Fi facility.

File Description	Documents
Upload any additional information	No File Uploaded
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 institution focuses on the holistic growth of its students which is why a great deal of importance is given to providing adequate facilities for cultural activities, sports, games etc.

File Description	Documents
Upload any additional information	No File Uploaded
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.

14

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

23

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

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)**

51.7144

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

The Amrita Pritam Library is well equipped with 56775 Books, 9 Newspapers of 3 languages, 24 Magazines and 12 lifetime subscribed research journals. It also receives approximately 10 Journals from various government sponsored organizations free of cost. New books, Magazines & Journals are purchased regularly by the library on the recommendation of subject experts to enrich and update its collection. The library is broadly divided into sections-Textbook, Subject Book, Language, Reference Books &

Competitive Exams, Periodical, Book Bank, IT Zone, Audio Visual Section. A separate Section to celebrate its name i.e. 'Amrita Corner' (Amrita Sansaar) is also maintained.

E-Learning Resources - The library subscribes to INFLIBNET's N-List program which gives the institute an access to 6000+ e-Journals, 1,99,500 e-Books and 99,859,537 e-Books under NDL. The college gives access to all the e-resources and internet facilities free of cost to all the students and staff members. Library is partially automated with 'ORBIT Library Management System' software which provides access to OPAC.

Facilities:

- Downloading and copier facility with a full access to Wi-Fi
- Audio-Visual section with LED facility.
- Four reading halls for students
- One separate reading hall for teaching faculty.
- College Library is fully under CCTV Surveillance.

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

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

C. Any 2 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

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)

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

150

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

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

- As per grants new purchase of IT equipment is done.
- AMC or perodical maintainece is carried out every yearto maintain the existing facilities.

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

4.3.2 - Number of Computers

119

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution B. 30 - 50MBPS

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

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)

7.68012

File Description	Documents
Upload any additional information	No File Uploaded
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.

The college has an efficient team for mainatenance and repairwork of infrastructure facilities and equipments. There is a full fledge team of LA's, JLA's, SLA's, Garderners, Watchmens, permanent and temporary squad of Peons and sweepers.Regular maintainence of the facilities is undertaken under the supervision of committes. To attend to minor faults, repair of

electricity and sanitation the college hires expert workers on daily basis as per norms.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1705

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
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

45

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

A. All of the above

File Description	Documents
Link to institutional website	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

2873

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

2873

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)	No File Uploaded

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	No File Uploaded
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

210

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

799

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	View File

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

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

60

File Description	Documents
Upload supporting data for the same	No File Uploaded
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.

78

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

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

Student Body is an important link between the students, the principal and the staff. Maintaining proper discipline during college hours and during functions. The body is an instrument in resolving and addressing problems and difficulties faced by the students.

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

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

69

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

5.4 - Alumni Engagement

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

Alumni Association Saroop Rani Government College for Women (AASRGCW) contributes significantly to the development of the institution through financial and/or other support services. The association has always been actively contributing to various student related activities- academic and financial. The

administrative body of the association comprises of the president i.e. the senior most alumnae from the college faculty, the secretary and the treasurer. The institute is proud to have around 20 alumnae on the rolls of college teaching faculty, who are its active members. This association is proactive throughout the year and meet regularly to evolve policies regarding the working of the association. Webpage- The College has a special webpage wherein all the alumnae of this institution can register themselves. Alumni Contributions:

- Student Aid by Alumni Association- The Association feels very strongly for the students from the socio-economically challenged strata of society and focuses on extending monetary help to them in terms of fee, books, uniforms, etc. In this respect, the association holds a meeting at the beginning of every session and important decisions regarding the proposed action plan are taken to put the resources generated by the association to optimum use. During the last four sessions the association has endeavoured to provide financial aid to 40 students.
- Talks by Alumni - To inspire the fore-going students of different courses studying in the college, many well placed alumni were invited as guest speakers and resource persons who enriched the students with their expertise.

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
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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

The internal institutional governance consists of Principal and

five senior most members, College Council, along with the co-opted members. This leadership ensures that the policies and action plans of the institution as well as the directives from the office of the DHE and affiliating university are effectively implemented. In line with the vision and mission of the institution the IQAC of the college chalks out a workable perspective action plan for the institution and monitors its implementation. The college has a well structured set up with various functional committees, clubs and societies. The cumulative and comprehensive management approach empowers the participants, heightens their sense of duty and responsibility, thus catalyzing the success of institution's working in tune with vision and mission of the institution.

File Description	Documents
Paste link for additional information	http://srgcwamritsar.org/vision-&-mission.html
Upload any additional information	No File Uploaded

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

- **The Principal:**
 - Head of the institution
 - Acts as a vital link between the DHE office and the affiliating university
- **College Council:**
 - Comprised of the five senior-most members
 - Assists the Principal in decision-making processes
- **Departmental Level:**
 - Senior-most faculty members play a significant role
- **Chattar Sabha (Student Body):**
 - Facilitates participative management
 - Assists authorities in disseminating information and managing student grievances
- **Clubs, Committees, and Societies:**
 - Authority delegated to the Convener
 - Various units operate autonomously to fulfill assigned tasks effectively.

File Description	Documents
Paste link for additional information	http://srgcwamritsar.org/organogram.html
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

<http://srgcwamritsar.org/pdf/28-9-2023/annual-duties.pdf>

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	http://srgcwamritsar.org/pdf/28-9-2023/annual-duties.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 organizational structure of the college supports the effective working of all the wings. The Principal is at the helm of the affairs of the institution. Five senior most faculty members and IQAC coordinator help the Principal in taking the decisions. In the vertical hierarchy it is followed by Bursar, Staff Secretary, Registrar (examination) PTA head, HEIS head and Heads of various departments.

Policies: As a state-run government college, our major policies are formulated by the state authorities through the Department of Higher Education, Government of Punjab, and by our affiliating university, Guru NanakDev University, Amritsar.

Appointment and Service Rules:

- Regular Appointments-Regular appointments of teaching staff are conducted through the Punjab Public Service Commission (PPSC).
- Non-teaching staff appointments are handled by the Subordinate Services Board (SSB).

- **Compassionate appointments are made by the Department of Higher Education, Government of Punjab.**

Service Rules -Punjab Civil Services rules are applicable on regular faculty.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The teaching and non-teaching staff enjoys the benefit of welfare schemes of Punjab Government. The college administration facilitates the process of availing these benefits by providing every possible assistance. A host of such schemes is:

- **Medical leave (Full Pay/HalfPay)**
- **Earned leave**
- **Maternity Leave**
- **Child Care Leave**
- **LTC**

- Loan against Provident Fund
- Medical re-imburement
- Group insurance policy

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)	No File Uploaded

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

60

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

07

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	No File Uploaded
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 Performance Appraisal Report duly filled by the faculty members is assessed by the Head of the institution on the basis of their professional output. It is graded as per the guidelines

and sent to DHE. Increments and promotions are based on the evaluative reports of ACR's(Annual Confidential Reports).

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly 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 internal audit of the college is administered in the form of internal check. The administrative office of the college, with the superintendent and ministerial staff is entrusted with the responsibility and accountability of maintaining the records as per the duties assigned to them. The records are monitored by Bursar and senior members .The funds of grants PTA, HEIS, are audited by a Chartered Accountant. The External Audit is conducted by Audit department of State Government.

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)

0

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

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

The college is a government institution and gets financial support from the Government of Punjab for covered Teaching and Non-Teaching posts. The college also has self finance courses in its curriculum. The fees obtained from these courses help the institution to meet the expenditure, i.e., salaries of the teaching staff teaching those courses. The HEIS body looks after the budget and expenditure of those courses.

- The college receives funds from RUSA, HE24, UGC funds, and MPLAD schemes, etc.
- Philanthropists and Alumni donate for the education of economically weak but meritorious students.

The college offers its infrastructure to various agencies for conducting exams, events or workshops. outsourcing of the Canteen, the Photostat shop and the Book shop.

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

6.5 - Internal Quality Assurance System

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

The college has established IQAC as a post accreditation quality sustenance measure since 2005. IQAC has been striving to develop a system for conscious and consistent action plan to improve the academic and administrative performance of the institution. It has been evolving to initiate quality and

capacity building programmes.

- Student centric activities initiated by the college
- Repair and renovation of old college infrastructure
- As a part of quality initiative, the college in collaboration with Mahatma Gandhi National Council of Rural Education, DHE, Ministry of Education, Govt of India participated in National Institutional Sustainability Ranking 2022-23 on 5 given parameters. The institution received certificate of accreditation for the academic year 2022-23 in phase I of the National Rural Institutions Sustainability Grading (NRISG).
- Green/ Energy/ Environment Audit was by TerraSyn Initiatives.

File Description	Documents
Paste link for additional information	Nil
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

IQAC has special focus on teaching learning process:

- The institution has well-equipped ICT enabled class rooms and a Language Lab.
- Dexterous Academic planning, involving preparation of Academic Calendar is carried out.
- Programme Outcome and Course Outcome awareness is imparted to the young learners.
- Student Satisfaction Survey is undertaken.
- Feedback is collected from the stakeholders.
- The library of the college has comprehensive collection of books and e- learning resources.
- Periodical IQAC meetings are held to review the progress.
- Educational visits by the departments of the college under Career Guidance Scheme, Govt. of Punjab.

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

<p>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)</p>	<p>B. Any 3 of the above</p>
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File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

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

Being a leading institution for women, the college is committed to the cause of womens emancipation. Students are often made aware of topics like the dwindling sex ratio in Punjab, female foeticide, crime against women, etc. A special section ofactivities focuses on women's issues, such as health and cleanliness, particularly during menstruation, sexual harassment at work, financial independence, self-defense tactics,etc. Some of the key committees and groups:

- Women Empowerment Cell
- Legal Literacy Cell
- Anti-Ragging Cell
- Anti-Sexual Harassment Cell
- Grievance Redressal Cell
- Guidance and Counseling Cell

Safety and Security: The wellbeing of the female pupils is our top priority. Security cameras placed in key locations around the campus are used to monitor it. College IDs must be visible when on campus. Along with a local police officer, security guards are stationed at the campus gate around-the-clock.

Facilities: Both day students and hostlers have access to the common lounge, where they can relax and socialise while reading, conversing, or doing other leisurely activities.

We are committed to creating a safe and conducive learning environment for all our students while providing the necessary amenities for their holistic development.

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	Nil

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

D. Any 1 of the above

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

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 - Dustbins of different colors are installed in different locations of the campus. Large compost pits have been dug where green/biodegradable waste is dumped by the gardeners as well as the sweepers for the natural decay and decomposition. The non-degradable waste is collected by the municipal corporation garbage collector.
- Biomedical waste management- The meager amount of waste that is generated in the college dispensary and Zoology labs is kept in red dustbins and duly disposed off as per norms.
- E-waste management- College follows the Punjab State Pollution Control and DHE norms.
- Waste recycling system -The paper waste generated in the offices/departments is collected from time to time and sent to paper recycling units.
- Hazardous chemicals and radioactive waste management - Keeping in mind the safety and sustainability of the environment, the affiliating university has amended the curriculum of basic sciences and accordingly some experiments have been replaced.

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

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

D. Any 1 of the above

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

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**

C. Any 2 of the above

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

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

B. Any 3 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	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

<p>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</p>	<p>B. Any 3 of the above</p>
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
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	No File Uploaded

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

- Safai Abhiyaan was initiated by NSS unit under series of "Azadi ka Amrit Mahotsav" to spread awareness about cleanliness. Students were sensitized about the importance of clean environment with in and beyond the campus
- Punjabi Maah dedicated to the mother tongue of state was celebrated during the month of November. Under this various activities like Kavi Darbar, Rally and interactions with eminent writers & poets, etc. were held.
- Exhibitions cum sale of handicrafts made by students on special days like rakhi, diwali, etc. are held under Earn while you learn initiative.
- Birth Anniversary of Dr. B. R. Ambedkar was celebrated to sensitize the students about the role played by him in shaping the constitution and upliftment of socioeconomic strata of the society.

- International Peace Day was celebrated to inculcate the importance of non-violence.
- National Sports Day celebrated to instil the true spirit of sportsmanship.

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	No File Uploaded

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

College has been actively engaged in a range of civic and educational initiatives.

- Awareness campaign was organized on the Constitution Day. Teachers and students took pledge, read the Preamble and participated in the online quiz designed by the Ministry of Parliamentary Affairs.
- International Day of Democracy was celebrated by the Department of Political Science in the college campus.
- National Voter's Day is celebrated annually to highlight the importance of vote casting.
- National Legal Services Day was celebrated to ensure the importance of justice and legal rights.
- International Women day was observed to make students aware about duties and rights of women through lectures, seminars and workshops.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
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

C. Any 2 of the above

There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

Activities are organized commemorating various significant state, national and international days, events and festivals like Diwali, Gandhi Jyanti, etc. Some of them are listed below:

- Republic Day was celebrated to commemorate the historic moment when the Constitution of India came into effect in 1950.
- 75th Independence Day was celebrated with great fervor and patriotism.
- Birth anniversary of S. Bhagat Singh ji is celebrated on 28 September 2022. A cycle rally, poster display, symposium and Nukkad Natak were held as a tribute to the National Hero.
- National Unity Day is celebrated by EBSB to commemorate the Birth Anniversary of Sardar Vallabh Bhai Patel- The Iron Man of India.

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	No File Uploaded

7.2 - Best Practices

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

Best Practice I : Each One Educate One (EOEO)

Goal: The College, not only caters to the girls from economically backward sections of society via EOEO **The Context:** Our institute ensures that the students of the institute do not quit their studies because of lack of resources. **The Practice:** The help towards needy students became systematic, organized and effective. **Evidence of Success:** Started in 2006 and there has never been a paucity of funds through the contributions of staff members, alumni, philanthropists and senior citizens. A monetary help of Rs. 5000/- per head and a total of Rs. 25,000/- has been extended to 05 students.

Best Practices II : Cafe Zodiac

Goal: This initiative imparts crucial organizational skills to the students, encompassing cost calculation for food items, procurement of food supplies and the cultivation of effective managerial abilities. **The Context:** Provides the required exposure and on-the-job training to prepare quality food on large scale with managed finances and organizational proficiencies. **The Practice:** Despite various challenges, including limited physical and financial resources, the cafeteria has succeeded in offering subsidized meals to both staff and students on campus. **Evidence of Success:** Budget and time management, and above all "team spirit".

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

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

Distinctive Features of Saroop Rani Government College for Women, Amritsar:

- 1. Sustainable Practices:** Traditional bouquets are replaced with green plants grown on the campus.
- 2. Pollution-Free Campus:** Being a no-vehicle zone, campus ensures a pollution-free environment, enhancing its uniqueness.
- 3. Rich Flora and Fauna:** The campus serves as an ecosystem with a diverse range of flora and fauna.
- 4. Carbon Sequestration:** Annual plantation drives conducted by various clubs and societies contribute significantly towards the carbon sink.
- 5. Community Engagement:** The Environment Club, NSS and NCC volunteers distributes saplings to increase green cover and reduce carbon footprint beyond the campus.
- 6. Equity in Higher Education:** Underprivileged sections have access to quality education through effective implementation of state government reservation policies.
- 7. Social Responsibility:** College instills a sense of social responsibility in students through awareness programs organized by clubs within the college, encouraging civic duty and empathy.
- 8. Preservation of Heritage:** Cultural and co-curricular activities celebrate the rich cultural tapestry, fostering pride and belonging among students.
- 9. Emphasis on Sports:** The institution promotes sports and physical fitness, offering state-of-the-art facilities such as a well maintained field track, a basketball court, and a

gymnasium.

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

7.3.2 - Plan of action for the next academic year

- Proper disposal of Bio-medical waste by signing MOU with the concerned agency.
- Planning visits for students to enhance their exposure and awareness.
- To motivate the faculty for participating in professional development programmes
- To promote innovative environment for the benefit of the stakeholders