



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution	SHAHEED KANSI RAM MEMORIAL COLLEGE, BHAGOO MAJRA (KHARAR)
Name of the head of the Institution	Dr. Manindra Pal Singh
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	01602280839
Mobile no.	9872023658
Registered Email	skrmcollege@yahoo.com
Alternate Email	skrmiqac@gmail.com
Address	Vill. Bhagoo Majra, Teh. Kharar, Distt. SAS Nagar Pin Code :- 140301
City/Town	Kharar
State/UT	Punjab
Pincode	140301

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Rural			
Financial Status		Self financed and grant-in-aid			
Name of the IQAC co-ordinator/Director		Prof. Jaspal Kaur			
Phone no/Alternate Phone no.		01602280839			
Mobile no.		9915021444			
Registered Email		jaspalsandhu64a@gmail.com			
Alternate Email		karn.zaildar45@gmail.com			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		http://skrmcollege.in/wp-content/uploads/2022/03/IOAC-Updated1-2018-19-converted.pdf			
4. Whether Academic Calendar prepared during the year		Yes			
if yes,whether it is uploaded in the institutional website: Weblink :		http://skrmcollege.in/wp-content/uploads/2022/03/Part-A-.4.pdf			
5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	C	1.84	2016	02-Dec-2016	01-Dec-2021
6. Date of Establishment of IQAC			15-Feb-2017		
7. Internal Quality Assurance System					
Quality initiatives by IQAC during the year for promoting quality culture					
Item /Title of the quality initiative by IQAC		Date & Duration		Number of participants/ beneficiaries	

No Data Entered/Not Applicable!!!

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

1

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

Encouragement to departments/faculty to submit/publish research papers in UGC/Scopus/SCI indexed journals and also to publish books or chapters in edited books.

Appeal to departments/faculty to boost the capacity enhancement and development schemes.

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achievements/Outcomes
To implement capacity enhancement and development schemes.	Capacity enhancement and development schemes were effectively implemented by the departments.

Appeal to departments/faculty to boost the capacity enhancement and development schemes.	Faculty of different departments published research papers in UGC/Scopus/SCI indexed journals.
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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2021
Date of Submission	10-Feb-2021
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The college has evolved an efficient mechanism for curriculum delivery under the supervision of Academics Incharge. The faculty members of each department meet at the beginning of each academic session for term-wise allocation of syllabus assignments, contents, fix dates for the term-end tests and prepare the teaching module of that session. At the beginning of each academic year, every faculty member familiarizes the students with study plan and reading lists for each course. Text books and reference books are also recommended. As and when necessary, notes are also provided. 80% of the syllabus is covered before the commencement of house tests in each semester. Rest of the syllabus is covered after the house tests and before the final exams. Besides traditional lectures and seminars, infrastructure for the use of ICT in classrooms, like power point presentations, smart boards are available to make the delivery of the curriculum enabling and interesting for the students. The answer scripts of mid-term tests are shown to the students and they are guided to work on their short comings. Films based on novels and dramas prescribed in the syllabus are also shown to students by the Department of English on the projectors. Similarly, various departments of the college organize industrial visits, Seminars, Workshop and conferences from time to time to impart hands-on experience to students.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
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NIL NIL Nil 0 NIL NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BVoc	Hardware Technology and Networking	01/07/2019
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	NIL	Nil

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
NIL	Nil	Nil
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Principles and practice of insurance	5
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
Different stakeholders including staff, students, alumni and parents provide feedback to the college. Academics Incharge and IQAC function as a team to analyse this feedback, ascertain the areas to work on and thus prepare a blueprint for the holistic growth of the institution. The Principal also gets involved and potential areas of upgrading. He also motivates the team to find out specific areas where growth is required Assessment of all college programme

with respective stake-holders is conducted to new programmes according to the current market demand as and when required. New subjects and courses are also introduced in sync with the mood of the job market. The feedback offered by the employers about the programmes are given due significances and accordingly by the employers about the programmes modified or revised through the meetings of Board of Studies and faculty meetings of the affiliating university. The feedback of the alumni, no designing curriculum catering to the global standards and trends, is given due weight age. On the feedback of students and teachers, physical infrastructure is added for curriculum delivery. Apart from this, new books, e-journals and e- resources are added based on feedback obtained from all stake-holders.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
PGDCA	Computer	30	22	22
MA	Punjabi	30	24	24
BVoc	Hardware Technology and Networking	30	15	15
BVoc	Retail Management	30	22	22
BCA	Computer Application	60	43	43
BCom	Commerce	60	59	59
BA	Arts	Nil	332	332

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	472	46	9	Nil	22

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
22	Nil	4	Nil	Nil	3

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The College has adopted and implemented Mentoring System as a student support measure. In this system a teacher acts like a mentor -both as a friend and a guide who supports and encourages a student in his/her academic and personal growth and emotional and psychological development, particularly in the latter's transition phase. The mentor also guides the mentees in how much they should try to achieve. The system, though flexible, functions along well-defined lines. Each faculty member is the mentor of a group of students allocated to him/ her by the Head of the Department. The teacher mentor counsels the mentees without touching sensitive issues or forcing any information out of them and then providing them needed counselling. Critical issues are brought in the notice of the Head of the Department. The mentor meets the mentees informally outside class hours as well and guides them regarding their career options. The types of Mentoring in the institution are mentoring regarding Professional Guidance – regarding professional goals, selection of career, higher education regarding Career advancement regarding self-employment opportunities and entrepreneurship development. Besides this the mentoring can be Course-specific (academic) and Lab-specific – regarding Do's and Don'ts in the lab. In the lockdown phase in the last quarter of the session 2019-20, student mentoring was done in online mode. Students were asked to contact their mentees telephonically or digitally, even after the mentor mentee sessions, if they ever felt the need. During the phase of lockdown mentoring was also done on both physical and mental health keep up.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
317	9	1 : 35

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
12	11	1	Nil	2

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	NIL	Nil	NIL
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
PGDCA	P. G. D. C. A.	2nd semester	10/12/2020	02/06/2021
MA	M. A.	4th semester	15/10/2020	02/04/2021
BCA	B. C. A.	6th semester	10/12/2020	11/04/2020
BCom	B.Com.	6th semester	10/10/2020	28/10/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

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The college has adopted a method of assessing the academic performance of students on continues basis. There is complete transparency in the internal assessment performed as per the criterion adopted by the university. At the beginning of the semester, faculty members inform the students about various components in the assessment process, during the semester. The internal assessment test schedules are prepared as per university norms and communicated to the students well in advance. The corrected answer scripts at random are verified by HOD to ensure the standard evaluation process, continuous assessment evaluation in theory subjects. As per Punjabi university regulations, one internal midterm exams are conducted every semester, special test for slow learners. Assignments are given for practices and to check the concepts clarity of students. The students are informed about their mistakes and guided to improve their performance in final examinations. Every students in encouraged to give presentations in the classrooms, continuous assessment evaluation in practical subjects. Students are provided with the problems which the need to solve in their practical labs. Students have to prepare the file of experiments given to them during semester along with their solutions. the file is evaluated by the teachers many times during the semester and at the end of the semester final practical exam is conducted by the university, Feedback by the college monitoring committee. The college has system of student's feedback which facilitates effective implementation of evaluation process. To ensure transparency, the system of evaluation is effectively implemented.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The Institution conducts its academic and co-curricular activities according to a well-planned schedule documented in the form of Academic Calendar. The academic calendar is prepared by the Incharge Academic planning in consultation with the academic council and is implemented after its approval by the IQAC of the college. The IQAC ensures that the academic calendar of the institution is prepared well ahead of the beginning of the session, is well conveyed, and implemented properly. The aim of the institutional academic calendar is to provide students a information regarding the schedule of various activities of the institution such as bridge courses, remedial classes, in house and semester exams, so that they may prepare for the things accordingly. It also aims at ensuring discipline in the institutional working. The academic calendar of the institution describes the schedule of various academic and co-curricular activities to be undertaken by the institution in that particular academic session. The academic calendar of the institution is displayed in the campus through departmental notice boards. The institution ensures that the academic calendar of the institution is followed as closely as possible, subject to conditions. Though efforts are made to adhere to the academic calendar strictly, still there is provided a scope for need based changes. The schedule of the academic and co-curricular activities as mentioned in the academic calendar for the session 2019-20 got altered in the last quarter of the session due to lockdown conditions.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

No Data Entered/Not Applicable !!!

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year	Number of students passed in final year examination	Pass Percentage

			examination		
Nill	PGDCA	Computer Applications	23	23	100
Nill	MA	Punjabi	11	11	100
Nill	BVoc	Hardware Technology and Networking	Nill	Nill	0
Nill	BVoc	Retail Management	Nill	Nill	0
Nill	BCA	Computer Applications	13	13	100
Nill	BCom	Commerce	13	13	100
Nill	BA	Humanities	98	98	100
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://skrmcollege.in/wp-content/uploads/2022/03/Student-satisfaction-survey.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	0	NIL	0	0
No file uploaded.				

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
COMPUTER NETWORK- CURRENT AND FUTURE TRENDS	COMPUTER SCIENCE	01/11/2019
CREATIVITY OF WOMEN IN THE FOLKART OF PUNJAB	PUNJABI	02/11/2019

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nill	Nill
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nill

No file uploaded.

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NIL	Nil

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
Nil	NIL	Nil	0

No file uploaded.

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
HINDI	1
COMPUTER SCIENCE	1

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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	Nil	0	NIL	Nil

No file uploaded.

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	Nil	Nil	Nil	0

No file uploaded.

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Presented papers	Nil	1	Nil	Nil
Attended/Seminars/Workshops	Nil	2	Nil	Nil

[View File](#)

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Swachh Bhart Abhiyan	NCC	1	15
Tree Plantation	NSS	1	22
Teachers Day	NSS	1	40
Pollution Awareness	NSS	1	25
Anti-drug Abuse	NSS RED RIBBON	1	20
Constitution Day	NSS RED RIBBON	1	35
Lohri	NSS	1	24
Fit India	NSS RED RIBBON	1	22
Punjab Yuvak Mela	CU CHANDIGARH	1	7
Youth Training Camp	NSS RED RIBBON	1	8
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	Nil
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
NIL	NIL	NIL	Nil	Nil
No file uploaded.				

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
NIL	0	NIL	0
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact	Duration From	Duration To	Participant
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		details			
NIL	NIL	NIL	Nil	Nil	0
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nil	NIL	Nil
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
250000	294432

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
KOHA	Partially	19.05.7	2020

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	13219	297175	139	37013	13358	334188
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nil
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	61	2	2	0	0	3	4	100	0
Added	4	0	0	0	0	0	0	0	0
Total	65	2	2	0	0	3	4	100	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
500000	524185	250000	290190

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

• Caretaker is appointed for taking care of maintenance of physical, academic and support facilities within the campus. • Library assistant takes care of the computer and maintains record of books. • Repair and maintenance of the physical assets undertaken at the end of each academic session. • Submission of budgetary requirements for next academic session to the Principal at the end of session by HODs. • For purchase of new equipment and infrastructure, there is a purchase committee formulated in the College. • Stock register is updated time to time. • AMCs of high-end equipment is done annually for their maintenance from authorized dealers or corresponding service providers. • Maintenance of UPS, Servers and generators is through AMC or proper technicians. • Maintenance of basic amenities in campus by competent plumbers, electricians hired round the clock.

<http://skrmcollege.in/wp-content/uploads/2022/03/Maintenance-of-physical-academic-and-support-facilities..pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Institution Support to the student on the basis of poverty, merit freeship,	12	33250

	fathrtless, defence , sports, youth welfare, NCC, NSS.		
Financial Support from Other Sources			
a) National	SC, Ram Dass Mehar Mohan Indra Trust, PMSSS (Prime Minister special scholarship scheme) for J K	133	2159393
b)International	NRI Fund	22	60000
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Youth training camp Manali	15/02/2020	8	Distt. Red Ribbon Club, Mohali
IT Fest	15/11/2019	4	SGGS College, Sec. 26 Chd.
Gym Fitness Training	14/11/2019	23	Yuva GYM, Kharar
Volley ball Skill Development	29/08/2019	30	Institution Level
Yoga and Meditagtion	21/06/2019	39	Institution Level
Biz-day in Commerce Department	10/04/2019	15	Institution Level
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	NIL	Nill	Nill	Nill	Nill
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
12	12	1

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	3	BCA	COMPUTER SCIENCE	SKRM COLLEGE, BHAGOO MAJRA	PGDCA
2020	2	BCom	Commerce	Dev Samaj College Chandigarh, Sec. 45	MCom
2020	1	BCom	Commerce	Dev Samaj College Chandigarh, Sec. 45	MCom
View File					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	1
Any Other	1
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
National Sports Day	Institutional Level	89
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	NIL	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The institution has a practice of identifying class representatives for each class. There are various clubs and committees of the students in the college.

These clubs and committee undertake various activities. The various committees operational in the college are Students Discipline Committee, Students Cultural Committee, Students Sports Committee etc. The Anti-Ragging committee of the college has student members also.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

There is a registered Alumni Association that contributes significantly to the development of the institution through various support services. • There is a registered Alumni Association in the College. • Since its inception, the Alumni association has provided enormous support to motivate present students to enhance the employability and shared their expertise regarding various educational opportunities available in country and abroad. • The Alumni also play a key role to bridge the gap between industrial requirements and academics through seminar/ webinar / workshops / industrial training organized by various departments. • Till date, a large number of Alumni are serving the Institute as teaching and non-teaching staff of the College.

5.4.2 – No. of enrolled Alumni:

62

5.4.3 – Alumni contribution during the year (in Rupees) :

10000

5.4.4 – Meetings/activities organized by Alumni Association :

The institution stays in touch with its alumni. The alumni of the college provide valuable feedback on various aspects of the institution and its working. This feedback proves highly useful in planning the institutional development and working. The alumni meet of the college is organized once in a year in which old students of the college participate.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The institution believes that decentralization of administration is the key to administrative efficiency. Hence, the IQAC tries to ensure decentralization and participative management in institutional working. With this aim, autonomy is provided to the institutional different bodies and teaching departments of the college in matters of planning and implementation. One such matter is teaching learning process. The mechanism of teaching learning has been decentralized as the departments are free to devise and implement teaching strategies for their students. The distribution of classes to teachers is also decided by departments on their own. Teachers plan and implement teaching-learning strategies as per the requirements of their course contents and students. Innovation in teaching learning process is encouraged. Teachers are free to plan the schedule of class tests and other academic activities for their respective classes. Any difficulty encountered is conveyed to the head of the department who brings it in the notice of the Principal.

6.1.2 – Does the institution have a Management Information System (MIS)?

No

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
<p style="text-align: center;">Admission of Students</p>	<p>The college has a full- fledged Admission Committee with a senior teacher acting academic incharge. The following activities are undertaken by the committee to counsel prospective students. 1. Visits are paid to schools in adjoin areas to acquaint the students with courses, subjects, facilities, infrastructure and like available in the college. 2. Every year new courses and subjects are introduced to cater to the demand of the job market. 3. Image make-over of the college is a top priority. Every effort is made to win the trust of parents and their wards. 4. Counselling cells to provide guidelines to admission seekers in accordance with their aptitude. 5. Literal incentives in terms of fee-waivers, free ships, scholarships, to need and brilliant students, and sports women to attract and retain students talented in their chosen fields. 6. Using print and electronic media to highlights the achievements of the college from time to time. 7. Advertising by word of mouth. 8. For optimum utilization of resources, seats are filled on first-cum-first-served basis.</p>
<p style="text-align: center;">Industry Interaction / Collaboration</p>	<p>The Placement Cell of the college provides suitable training and personality development to the students and informs them of career opportunities. For effective creation and transfer of knowledge, activity based learning such as training workshops, project works, internships and field visits in collaboration with the industry and other related bodies are undertaken.</p>
<p style="text-align: center;">Human Resource Management</p>	<p>The college manages human resources in the manner given below: Allocation of duties and responsibilities to faculty in consonance with their aptitude, talents and ability. Every session begins with a meeting, with Principal in the chair, to spot the unique talents and abilities of individual teachers and charge of various clubs committees is handed over to them accordingly. Every fresh appointee to the college I made to attend an interactive orientation</p>

session with the Principal and Head of his/her department whereby a clear understanding of the work culture and ethos is imparted to them. A congenial environment for staff for full blossoming of their potential. E.g. 1. Prompt Grievance redressal. 2. Elected staff secretary to act as a link between staff and admission. 3. Motivational workshops, lectures, webinars and the like to optimize the productivity of staff. 4. Leading by example: The head of the institution tries to inspire his staff through his own example. 5. Channels of communication like emails, mobile phone and other media are always kept open. 6. College has a Research Promotion Cell aimed at boosting research in various fields. 7. Regular meetings are held with the students to get their feedback and take the necessary actions accordingly. Incentives in the form of prizes, concessions are given to the students who excel in academics, sports or cultural activities so as to keep the spirit of healthy competition alive among them.

Library, ICT and Physical Infrastructure / Instrumentation

There is availability of internal services in the college round the clock. The institution has made various ICT resources available to the staff and students.

Research and Development

Research Promotion Cell creates research environment in the college. The institution provides ample space and support to the faculty for their research work.

Examination and Evaluation

Mid-term tests are conducted regularly before the final semester examination of the university. The answer scripts of the mid-term test are shown to the students whereby they are made to see their shortcomings and encouraged to work hard. Class tests are taken regularly. Circulation of the best attempted answers among class students. The college conducted monthly tests, house tests and university exams online from time to time during the pandemic. Serial team of faculty including a trouble shooting team were formed to help any students who faced any problem during or after the exam. WhatsApp group of all the classes were formed to give them instructions during exam and mark their attendance.

Teaching and Learning	Directed by the IQAC, the faculty member of the institution meets, usually in the beginning, middle and end of the session, apart from as and when needed, reviews teaching learning process, its methodologies and learning outcome, and takes appropriate decisions in this regard. For example it was decided to provide lesson plans to the students containing term wise division of the syllabus.
Curriculum Development	Feedback on course contents is collected from the students, parents, teachers and industry and analysed to ascertain the quality of course contents. This analysis is employed to form suggestions regarding needed changes in curriculum. These suggestions are conveyed to the affiliating university curriculum framing bodies through their teacher members. The institution has many faculty members acting as members of these bodies who contribute to curriculum design in this way.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	The college publishes its AQAR on the college website which contains details of its previous as well as next year planning and development. It also highlights its development in the fields of academics, sports and cultural activities on its website.
Administration	The website displays notices before admission and reports of recent events.
Finance and Accounts	Office enters data regarding receipt of funds from various funding agencies. Besides, Amount of PF is transferred through RTGS (Information Online and hard copy also).
Student Admission and Support	Admission notice put up on the college website. Besides, admission form is available Email as well as phone number is provided on the college website for any kind of admission query or counselling
Examination	Record of the students admitted to various courses in the first semester is shared with Punjabi university Patiala. Similarly, absentee list of the students appeared in Final Exams of each semester is sent to Punjabi university Patiala electronically.

Marks of practical exams are also communicated to Punjabi university Patiala. The college conducted monthly tests, house tests and university exams online from time to time.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Nill	NIL	NIL	Nill
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Nill	NIL	Nill	Nill	Nill	Nill
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
NIL	Nill	Nill	Nill	0
No file uploaded.				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	Nill	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Wards of the teaching faculty are given special concession.	Wards of the non-teaching staff are given special fees concession.	The students are given various fee concessions on the basis of poverty, cultural performances, merit NCC, Sports positions. Girls students and students from village Bhagoo Majra are also given fee concession

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

All the college account books, Vouchers, Bills etc. are checked by a CA appointed by the college. External audit is conducted by the State Government. External audition is appointed by the Punjab Government who checks data related to government aided posts.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
INDIVIDUAL-DAVINDER SINGH MANGAT(CANADA)	60000	FINANCIAL SUPPORT TO MERITORIOUS STUDENTS UNDER PRIVILEGED SECTION
View File		

6.4.3 – Total corpus fund generated

1876271

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Punjabi University, Patiala	Yes	Prof. Jaspal kaur
Administrative	Yes	D.P.I Colleges	Yes	C.A(Anil Nehra Associates)

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

In order to inform parents to the performance of their wards, the college holds meetings with parents. These meetings are instrumental in the proper functioning of the college because of parent suggestions and feedback. Parental feedback goes a long way in improving the working of the college.

6.5.3 – Development programmes for support staff (at least three)

Motivational lectures are delivered by Career Counselling Cell of the college to enable staff to make better career choices.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

Since its first cycle accreditation, the college has been bringing improvements in its working by introducing need based changes. There has been a rise in number of academic programs, augmentation of infrastructure, wider spread of e-governance and increase in the number of student support facilities.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Annual training camp was organized for ncc students	02/07/2019	02/07/2019	11/07/2019	31
2019	Business quiz and ad-mad show was organized by B.Voc dept.	25/09/2019	25/09/2019	25/09/2019	20
2019	Biz-Day competition programme by commerce dept.	04/10/2019	04/10/2019	04/10/2019	15
2019	National seminar on computer Net work-current and future trends organised by computer dept.	01/11/2019	01/11/2019	01/11/2019	15
2019	Study/historical tour to anandpur sahib and Bhakhra dam	08/11/2019	08/11/2019	08/11/2019	46
2019	Students of B.C.A participated in inter college IT fest organised by shri guru gobind singh college sector-26, chandigarh	15/11/2019	15/11/2019	15/11/2019	4
2019	Educational tour/ field work to science city kapurthala	04/12/2019	04/12/2019	04/12/2019	118
2020	Students of physical education	15/02/2020	15/02/2020	24/02/2020	8

	address locational advantages and disadvantages	taken to engage with and contribute to local community					students and staff
2019	1	1	10/04/2019	1	Biz-day in Commerce Department	To enhance the talent of students	19
2019	1	1	21/06/2019	1	Yoga and Meditation	To improve health of the students	41
2019	1	1	29/08/2019	1	Volley Ball Skill Development	To train students in sports activity	31
2019	1	1	29/08/2019	1	National Sports Day	To keep alive and enhance the spirit of sportsmanship among students.	104
2019	1	1	14/11/2019	1	Gym Fitness Training	To enhance health of students	24
2019	1	1	15/11/2019	1	IT Fest	To enhance Talents of students	5
2019	1	1	26/11/2019	1	70th Constitution Day	To impart knowledge about Constitution to students	38
2020	1	1	15/02/2020	10	Youth Training Camp Manali	To train students in Physical Fitness	9
View File							

Title	Date of publication	Follow up(max 100 words)
NIL	Nil	NIL

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
National Sports Day	29/08/2019	29/08/2019	89
Teachers day	09/05/2019	09/05/2019	40
70th Constitution Day	26/11/2019	26/11/2019	35
Womens Day	07/03/2020	07/03/2020	45
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Making pits for composting of leaves and plant remains 2. Rainwater harvesting system 3. Discouraging the use of Polythene in the campus 4. Optimum utilization of empty space by turning it into green zone 5. A variety of medicinal, flowering and fruiting plants and trees.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Title of the Practice: Environment Consciousness Activities Environmental Consciousness has become the need of the hour and sensitization of diverse sections of the society towards it is needed today perhaps more than ever in history of civilization It is a major challenge to life on this planet. . 1. Objectives: • To sensitize students and the neighbourhood community towards environment protection and sustainability • To ensure clean and green campus acting as microcosm for the community • To spread awareness against and suggest solutions for environment pollution 2. Context: Environmental pollution including water pollution, air pollution and noise pollution has increased considerably in past fifty years or so and it has crossed the borders of metropolitans to reach rural areas even. It has also become an uphill task to deal with and safely dispose off the different types of wastes, like liquid waste, solid waste and e-waste. Understanding its responsibility towards the society and the world in general, it works to achieve these objectives. 3. The Practice: The institution tries to minimize environmental pollution by adopting different strategies. It maintains a pollution free campus as plastic and polythene use is widely discouraged. Effort is made on paperless working as much as possible. Safe disposal of Solid waste is achieved through the municipal corporation of the city. Water conservation is ensured by setting up rain harvesting system. Composting pits have been dug beyond college playground to dispose off leaves and other plant remains. Burning of leaves is prohibited in the campus. Efforts are made to generate minimum e-waste and the policy of reuse is adopted at all levels. Activities focusing on student sensitization about Environment Conservation are regularly held both in and outside the campus, with the involvement of neighbourhood community as well. These include poster making, slogan writing and debate and declamation contests on environmental protection, plantation drives, rallies and marches, nukkad natak and community interaction programmes. These activities remain on the priority lists of institutional bodies such as NCC and NSS units. Outcome: The College has a beautiful green pollution free campus having a variety of medicinal, flowering and fruiting plants and trees. The college also has a flowering plants nursery of its own. The clean campus stands as an example for neighbouring institution and local community. 2. Title of the Practice: Focus on

Education for Women. Women form half of the mankind but educating women is educating the entire mankind. Realising the value of women education, the institution makes particular efforts for education of girls students. 2. Objectives of the Practice: • To ensure employment oriented education for girl students • To equip them with theoretical knowledge and practical skills in their areas of studies • To inculcate employability and entrepreneurial skill in them • To make them economically independent Context: The college is a co-educational institution. All the academic programmes offered by the institution are co-educational by nature and lead to promotion of education for women in the region. The Practice: The institution offers various academic programmes to its students who are enrolled without any gender bias. The institution ensures a comfortable and congenial atmosphere for its girls students so as to arm them with knowledge and skill, and inculcate in them a sense of safety and self-confidence. To promote women education special efforts are made by the college which includes provision of scholarships and concessions, adjustable timetable, gender equity, provision of special physical facilities for girls like separate washrooms, common room, safety measures like CCTV surveillance in campus. For the all-round development of their personality, the institution ensures participation of girls students in co-curricular activities at all levels. Girl students also form an integral part of the NSS and NCC. Outcomes: The success of this practice is evident from the large number of girls opting the college as their place of studies.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://skrmcollege.in/wp-content/uploads/2022/03/Tow-Institutional-Best-Practices.pdf>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The Vision/ Mission statement of the institution and its priority and thrust area is to repair the students of achieve core competencies to meet the global requirement successfully. Innovative and creative in its approach, it develops skilled human resources of a high calibre. At the academic front, it enriches and empowers all its beneficiaries through value based quality education and through participative, positive and fertile teaching- learning environment. Through extensive sports activity, the college inculcates professionalism and sportsmanship in its students for the promotion of a culture of peace and progress. Its co-curricular/ cultural programmes promote an revive Indian tradition, culture, heritage, extension activities through awareness raising campaign and camps seek social justice and equal opportunity for all. To keep pace with time, the college makes conscious efforts to invest in latest hardware and software and orient the faculty suitably so that the students can have rich learning experience and develop skills required for employment in the State and National market.

Provide the weblink of the institution

<https://skrmcollege.in>

8.Future Plans of Actions for Next Academic Year

Organization of various seminars, workshops and faculty development programmes. Adding more vocational courses at UG and PG Level apart from two B.Voc courses already running successfully. Planning more collaborations in the next session on the basis of B. Voc courses. Keeping in view the crisis of COVID-19 pandemic, we intend to come up with innovation in virtual teaching methods to ensure the safety of students and plan to install sanitization services in the campus as

precautionary measure. Purchase of new books for the enrichment of the knowledge of the library users. Other necessary steps to be taken required for upgradation and improvement of the institution.