



## Yearly Status Report - 2017-2018

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		S.U.S GOVERNMENT COLLEGE
Name of the head of the Institution		Dr. Isht Preet Kaur
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		01676220134
Mobile no.		9872876027
Registered Email		gcsunam@gmail.com
Alternate Email		anchala_94@yahoo.com
Address		Near Baba Bhai Mool Chand Smadh Ji
City/Town		Sunam
State/UT		Punjab
Pincode		148028
<b>2. Institutional Status</b>		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Prof Suresh Chand Singla
Phone no/Alternate Phone no.	01676220134
Mobile no.	9888475821
Registered Email	gcsunam@gmail.com
Alternate Email	anchala_94@yahoo.com

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="https://susgcsunam.com">https://susgcsunam.com</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="https://susgcsunam.com">https://susgcsunam.com</a>

### 5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	B	2.72	2015	15-Nov-2015	14-Nov-2020

<b>6. Date of Establishment of IQAC</b>	01-Jan-2010
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### 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
Seminar on Weapon Free Zone	10-Jan-2018 1	200
To support students Activities like Sport, academic and cultural	11-Apr-2018 1	25

Rs.25000/- Cash money distributed to students who got university positions on Annual Function

[View File](#)

**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
NIL	NIL	NIL	2018 00	0

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 :**

2

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)**

1.To Promote Tour traveling Rs.17000/ (AF) spent on tours by different departments 2.To Promote Cultural Activities and for the overall development of students Rs. 63865/ (AF)Rs. 2500/ (UF) Rs.105550/(PTA)Rs.156770 HEIS 328685/ spent for different cultural activities 3.To support students Activities like Sport, academic and cultural Rs.25000/ Cash money distributed to students who got university positions on Annual Function on date 11 April 2018 4.To create social awareness among students a seminar on weapon free zone conducted on date 10.01.2018 5.To promote environment protection Rs.6500/ spent from UF for Plantation.

[View File](#)

**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	Achivements/Outcomes
To Repair and Maintain rooms Building of Institution	Rs.83270/ (AFUF) spent on the same project
To Promote Tour and Travel	Rs.17000/- (AF) spent on tours by different departments
To Promote Cultural Activities	For the overall development of students Rs. 63865/- (AF)+ Rs. 2500/- (UF)+ Rs.105550/-(PTA)+Rs.156770 HEIS = 328685/- spent for different cultural activities
To Improve the Academic results and Graduation rate	In the Academic year 2017-18 the Academic result was 100%
To strengthen the activities of all the clubs and forums in the college	Clubs like NSS, Red Ribbon, Red Cross, EVS, Women Cell organized various functions to build social awareness and responsibility among the students
To support students Activities like Sport, academic and cultural	25000/- Cash money distributed to students who got university positions on Annual Function on date 11 April 2018
To create social awareness among students	A seminar on weapon free zone conducted on date 10-01-2018
To promote environment protection	Rs.6500/- spent from UF for Plantation.
<a href="#">View File</a>	

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	2017
Date of Submission	30-Sep-2017
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 curriculum followed by college is designed and planned by Punjabi University Patiala to which the college is affiliated. The institution provides a range of subject options to the students of different streams viz. Humanities, science and Commerce, various skill oriented courses like PGDCA, DCHN, PDDD&T are running in college. PG class of MA History is running in college. The university revises the syllabus from time to time to catre the needs of the students. The college has developed a structured and effective system for implementation of the curriculum. The various means through which the institute execute its curriculum are: Academic calendar: The IQAC prepare academic calendar at the beginning of each session to ensure timely delivery of curriculum to the students. All stack holders including teachers and students are properly notified by placing the academic calendar at prominent places in the college. Orientation programme is organised for the freshers on the first day of the beginning of the session where they are sensitized about their academic schedule and different extension activities. All other events to be conducted including monthly tests, internal examinations, seminars ,sports etc are accommodated within the framework which primary aims at curriculum delivery. Every department prepare its own log book to ensure full coverage of the syllabus within a specific time frame. All departments follow the academic calendar for conduct of internal test and assignments. Post graduate students are specially trained in handling the assessments, projects etc. MST are taken in the mid semester according to university instructions. The hard copies of award lists of the MST are submitted to examination registrar of the college. Subject wise result analysis is also done by the teachers and HOD's. Mentoring system: the college follows a mentoring system where by the progress of individual students can be monitored. For mentoring system tutorial period is allotted in the time table. Teachers interact personally in the tutorial group. Students also share frequently their problems, ideas and views with the teacher. Special attention is given to slow learners.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
00	00	Nil	00	00	00

## 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	0	Nil
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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	0	Nil

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

	Certificate	Diploma Course

Number of Students

0

0

**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
00	Nil	0
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## 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Zoology IInd Year	9
BSc	Botany IInd Year	9
BSc	Zoology IIIrd Year	9
BSc	Botany IIIrd Year	9
BA	Geography IIIrd Year	18
BCA	BCA Software Lab IIIrd Year	25
PG Diploma	Dress designing & tailoring	10
<a href="#">View File</a>		

**1.4 – Feedback System**

## 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
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
<ul style="list-style-type: none"> <li>• Student feedback:- Student feedback is collected every year to facilitate the teacher quality enhancement. IQAC designed the feedback form and distribute to teachers. The concern teachers distribute the feedback form to the students at the end of the session .since the purpose of collecting feedback is self analysis and self improvement the concern teachers collect the forms and analysis it .The collected forms are than hand over to principal. principal prepare a report and take necessary steps .principle guide the HODs of Departments who share the input with further staff members of department .</li> <li>• Feedback from parents: The feedback from parents is collected orally by different departments when HODs interact with parents. Also during PTA meetings feedback is collected from parents orally and the suggestions given by parents are taken into measure and institution take necessary steps.</li> <li>• Feedback from Alumni:- An Alumni meet is arranged in college once or twice which provides a good option for direct interaction and feedback .The feedback of all stack holders is analysed at all levels and utility measures are taken accordingly some of the students from every department also taken into confidence and they along took part in the smooth functioning of system through which institution</li> </ul>

benefits immensely through it. Thus with an effective feedback process combined with relevant actions to strengthen the teaching learning process the institution is growing leaps and bounds in order to ensure that the best possible education in all spheres.

## 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
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

### 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
2017	2210	150	52	0	13

### 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
52	11	15	4	4	6
<a href="#">View File of ICT Tools and resources</a>					
<a href="#">View File of E-resources and techniques used</a>					

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

Mentoring plays a very important role for overall development and performance of students. It provides more contact hours between teachers and students. It minimize the drop out rates among students. Through mentoring system slow learners and advanced learners can easily identified. The students can be trained according to their calibre and mentoring also help in grooming their personality. To implement the mentoring system every year the names of all students are collected and arranged. Then they are divided into groups depending upon their own strength and student teacher ratio. Each group is assigned a teacher/mentor. The mentor gives necessary information to his mentees and aware them about rules and regulations of the college. The students are made aware of different societies and extra curricular activities. The mentees can share their problems to their mentor.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2360	52	1 : 45

### 2.4 – Teacher Profile and Quality

#### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned	No. of filled positions	Vacant positions	Positions filled during	No. of faculty with
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positions			the current year	Ph.D
41	38	3	0	10

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	00	Nil	00
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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
No Data Entered/Not Applicable !!!				
<a href="#">View File</a>				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The continues internal evaluation is done by the college as prescribed by Punjabi University Patiala. The pattern and dates for each subject or course is prescribed by the University and college strictly adheres to it. The innovations attempted is only in the case of assessment that the University has provided for assessments. For assessments teachers assigned work to the students in the form of assignments/project work /field work , class test and MSTs etc. As an affiliated college the freedom of the college in aspects related to evaluation is negligible experts are often invited to participate in Group discussion with students and faculty to enhance knowledge and communication skills of students. Apart from this, all departments have a mechanism of internal assessment of students learning process.

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

The IQAC prepare the academic calendar at the beginning of each session to ensure timely delivery of curriculum to the students, conduct of internal examination and events. All stack holders including the teachers and students are properly notified by placing the academic calendar at prominent places in the college. All the events are conducted according to the schedule worked out by the college administration and IQAC. The calendar serves as an important guideline to teachers who are expected to complete the syllabus within the stipulated time specified in the calendar. The examination committee conduct internal examinations according to the academic calendar and disseminate results through notice board.

## 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)

<https://www.susgcsunam.com>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

## 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)

<https://www.susqcsunam.com>

## 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	00	00	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
Seminar on weapon free zone	IQAC	10/01/2018
Seminar on condition of women in present era	IQAC/NSS	13/04/2018

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
00	00	00	Nill	00
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
00	00	00	00	00	Nill
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### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

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

Name of the Department	Number of PhD's Awarded

00	0
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### 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)
International	Chemistry	3	5.7
International	Computer Application	3	2.83
International	Commerce	1	5.7
<a href="#">View File</a>			

### 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
Punjabi	2
Commerce	1
Economics	1
<a href="#">View File</a>	

### 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
00	00	00	Null	0	00	0
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
00	00	00	Null	0	0	00
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	3	1	0
Presented papers	8	3	0	0
Resource persons	0	0	0	5
<a href="#">View File</a>				

## 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
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

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
<b>Blood Donation Camp</b>	<b>Appreciation Letter</b>	<b>Lions Club Sunam/Club ID 88644</b>	<b>50</b>
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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
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

### 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
00	00	00	00
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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 details	Duration From	Duration To	Participant
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

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
<b>No Data Entered/Not Applicable !!!</b>			
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## 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
100000	91510

#### 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
Classrooms with LCD facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
<a href="#">View File</a>	

### 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
E-granthalaya software	Partially	3.0	2015

#### 4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
<a href="#">View File</a>			

#### 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
00	00	00	Null
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	67	3	10	3	0	1	22	100	0
Added	0	0	0	0	0	0	0	0	0
Total	67	3	10	3	0	1	22	100	0

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

## 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
00	<a href="#">00</a>

## 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
1200000	1160780	100000	52689

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)

The institute has a well structured system whereby physical, academic and support facilities are systematically monitor and maintained. Various committees give recommendations regarding purchase ,repair and upkeep of infrastructure. Procedure for utilization Requirements submitted by different committees taken into consideration for procurement of the new and maintenance of existing infrastructure. Laboratory: Practical subjects have their own laboratories and the equipments. Their requirements are discussed in departmental meetings. Laboratory assistants are attached for duty in each laboratory. The science laboratories are utilized for practical papers. Each department is responsible for submission of requirements of their laboratories. Laboratories are upgraded and maintained by utilizing funds available in the departments. SLA and JLA prepare record of stock, consumption of right off the recurring and non recurring material under the supervision of concerned HODs. Annual stock verification is done by the concerned committee which is formed by the principal. Infrastructure: For the construction, maintenance and repairing of physical infrastructure whenever a grant is received the funds are transferred to PWD and infrastructure is developed and maintained accordingly. Routine repair work is done by utilizing funds in the college. Library: The library and its all infrastructure is maintained by library staff. Its working is closely monitored by the library committee. Requirements for enhancement of library books are submitted to library committee by each department. In the library books are arranged in user friendly manner so as to help the user to locate the books easily. Sports complex: Head of physical education department looks after the sports facilities. The requirements of equipments for playground, gymnasium and sports are upgraded every year by utilizing sports funds. Classrooms: The cleanliness of classrooms is maintained by the committee who has assigned the work also the college administration carry out regular inspection. The safety of the furniture and all other things are in the hands of college chowkidar with head of incharge of this section. Classrooms are assigned in the time table according to class strength by the time table in charge. Special attention is given on allotment of ICT enabled classrooms. Computers: The computers are looked after by the system analyst and is maintained by faculty members who has been allotted the computer and also the members of computer science department. The purchase of hardware and upgradation of software is done according to need. The college administration with the help of computer science faculty make plans and decide according to need.

## 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	Dr. Ambedkar Scholarship Sc/OBC scheme	445	3199018
Financial Support from Other Sources			
a) National	National Scholarship Portal for Miniorty	636	0
b)International	Nil	Nil	Nil
<a href="#">View File</a>			

#### 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
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

#### 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 passed in the comp. exam	Number of students placed
Nil	00	0	0	0	0
<b>No file uploaded.</b>					

#### 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
0	0	0

### 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
00	0	0	00	0	0
<b>No file uploaded.</b>					

### 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
2017	Nil	Nil	Nil	Nil	Nil
<a href="#">View File</a>					

### 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
Nil	0
No file uploaded.	

### 5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Athletic Meet	Institution Level	250
Talent Hunt	Institution Level	350
Teej Celebration	Institution Level	150
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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
2018	Gold	National	1	Nil	nil	Amandeep Kaur
2018	Silver	National	Nil	1	Nil	Satgur Singh
2018	Bronze	National	Nil	1	Nil	Satgur Singh
No file uploaded.						

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

There is as such no student council in the college, but students of various departments and volunteers actively involved in all types of college development activities. Various committees of institution do their work effectively with the involvement and active participation of students. The committees share students ideas, concerns and interest with administration and consider the students ideas.college has various committees which are directly related with students like youth club, NSS, Red cross, Red Ribbon, Women cell, Narcotic cell, EVS club, Anti ragging committee etc. With the involvement of students these committees organize various competitions like debate, slogan writing, Essay writing, rallies and community related activities. Various awareness programmes and campaign also planned and executed with the help of students. Volunteers also help in maintaining discipline on various events at college. Thus staff with the help of students contribute a lot at academics as well as administrative level.

## 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The College has a registered Alumni association named as 'Old Students' Association' which constituted on 20/02/2002. It focuses on the continuing development of the Institute's academic and off-campus programs, expansion and renewal of its facilities, and providing financial aid to students. Former faculty members continue to closely associate themselves with the college through the departmental activities as well as college get-togethers in which they are special invitees. The Old Students' Association networks basically by framing a hierarchy of authority.

5.4.2 – No. of enrolled Alumni:

20

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

On July 11, 2017, a meeting of the Old Student Association was held under the leadership of Principal Dr. Isht preet Kaur and President Mr. Yadvindra Singh Nirman, in which the following decisions were unanimously agreed upon. 1. In the new session 2017-2018 in the college, suggestions were made to increase the number of students, under which the students would be informed about the courses going on in the college by visiting different schools and they would be motivated to take admission in the college. 2. It was agreed to cooperate in various activities in the college such as annual sports function, annual prize distribution ceremony, cultural activities. 3. During this session, it was also agreed to plant flowers and saplings at different places to enhance the beauty of the college. On this occasion Principal Dr. Ishtpreet Kaur Chief Patron, Mr. Yadvendra Singh Nirman President, Dr. Parminder Singh General Secretary, Professor Ashwani Goyal Vice President, Mr. Pankaj Dogra, Professor Chamkaur Singh were present as members.

## 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)

**Decentralization:** Admission: The institute has adopted an admission process which fosters participative management and encourage decentralization of power. All matters relating to admissions are sub delegated to the admission committee. Which comprise of all heads of department with the principal as the Chairman. The terms of reference for the sub committee has been formulated by the IQAC and the sub- committee has to work within the framework designed by the admission committee. The sub committees to implement the all existing rules . The committee also fixes the time for completion of admission process. The sub- committee does not work on its own but appoint a committee from the teaching faculty, does practicing participated management. Help desk are made available for the prospective of students. Teachers who are appointed for duty at the help desk give a proper guidance to interested applicants and provide them with details of admission procedure and the time allotted for admission interview. Once the applications are received the sub- committee appoints the screening committee which conduct the interview. The sub- committee prepare the list of successful candidates and puts it up for display on the college notice

board. Participative management: The institution also promote the culture of participating management at various levels like: 1. Strategic level-the principal ,college council, IQAC and other committees are involved in defining and framing guidelines, policies and procedures with regard to admission, examination, discipline, grievance ,finance etc. 2. Functional level-faculty members share their knowledge amongst to themselves, students while working for a committee. 3. Operational level-the principal interact with government and other external agencies and faculty members on regular basis to make its working more effective. Students and non teaching staff also join hands for effective execution of different academic, administrative extension, and extra curricular activities.

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
Curriculum Development	As an affiliated college of Punjabi University, Patiala follow the curriculum developed by the University. The University follows UGC Guidelines and revises the curriculum from time to time
Teaching and Learning	The institute follows the number of teaching strategies to deliver the curriculum. The lecture method is still the widely used pedagogy adopted by the institute due to the large number of students. There is freedom to students to choose elective subjects. There is proper functioning of tutorial system in the institution in which student counselling done by mentor teacher for handling students academic and non academic issues. Group discussion and seminar presentation from students are other popular modes of teaching learning methodology adopted by the institution. Some departments such zoology, Botany geography conduct field work to impart hands on learning. Some departments like fashion designing BCA department assign project work to students.
Examination and Evaluation	Examination and evaluation system is carried out as per Punjabi University Patiala guidelines. At the internal level institution has examination committee which supervises and ensures smooth conduct of internal as well as University examinations. Quality initiatives are continually adopted by the committee to harbour a temper of fairness and transparency. Internal evaluation schedule is prepared and the

dates are communicated well in advance to students to ensure enough time for the preparation. To make internal assessments class tests and mid semester tests are conducted by the institution. Members of the examination committee maintains strict vigil during examination. The committee maintains and records of marks of internal examinations collected from concerned departments so as to avoid manipulation of marks.

Research and Development

The IQAC committee and college administration continually encourage teaching staff to involve in research activities. The institute support for research and development by encouraging faculty to interact with faculty from other institutions, to take part in research activities ,FDPs, workshops and seminars. A full fledged central library equipped with thousand of books is available for research work

Library, ICT and Physical Infrastructure / Instrumentation

The full fledged library with rich collection of books, magazines, newspaper etc. Is managed by the library staff and its working is supervised by the library committee. The committee constantly work towards modernization and improvement of the library. The committee adopts measures to promote and enhance reading culture among students. In ICT internet access is given to teachers and administrative staff in the college also access is made available to students in computer labs for academic purpose. Every year institutions spent a large amount of money on instrumentation and upgradation of college labs.

Human Resource Management

The management of the teaching staff is generally done by the principal who works in close proximity with the heads of department. All important matters are discussed in the meetings. The IQAC appoints all teachers in different sub committees and give them responsibilities according to their skill and capabilities. The management of the non teaching staff is carried out by the principle and the head assistant

Industry Interaction / Collaboration

Collaborations with various authorities such as Vikrant traders, Deepak Goyal and company have been made and memorandum of understanding is

	being prepared between the institute and the authority.
Admission of Students	The admission process is strictly according with University guidelines. Also the admission matter is managed by the admission committee which consists of heads of departments with principal as a chairman. The committee implements the existing rules of admission set by University

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

E-governance area	Details
Administration	The college makes substantial use of ICT in dissemination of rules, regulations and all other information to faculty and students. The administration of the college has digitalized its records for easy storage to use data whenever required by using desktop and laptops. The information which is received from DPI Punjab through emails circulated among staff through WhatsApp groups or through emails
Finance and Accounts	Online payment of fees to Punjabi University, Patiala is done by college. The financial transactions are carried out through online and offline modes. The salaries of the staff are credited to their accounts directly. The grants from the government are received directly in the bank accounts of the college. The accounts of RUSA/UGC/HEIS/PTA funds are audited from time to time by CA's and auditors of the government of Punjab. Fee collection is online and offline and scholarship of the students are directly credited to their accounts electronically from the government. Refund of excess amount if any paid by the student is also transferred through banks. Cashbooks of various funds are maintained by the accountants are checked by the bursar and principal of the college from time to time.
Student Admission and Support	The College is Planning to start online admission in the coming Academic session. The College website developed to support the admission process and other relevant information to the all stakeholders
Examination	Internal examinations and assessments are conducted in every semester. After evaluation is completed by concerned

department final marks obtained by all students submitted to examination committee of the college. Online submission of the internal marks to the affiliating university through its portal is done by concerned departments.

### 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
Nil	00	00	00	0
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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)
Nil	00	00	Nil	Nil	0	0
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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
Training as NSS Programme Officer under ETI Courses	1	21/03/2018	27/03/2018	7
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	1	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
The college is a Government institute and the rules and regulations and schemes are	The college is a Government institute and the rules and regulations and schemes are	Medical Facility under red cross, Scholarships from Govt. and Non-govt. sponsored, Free Bus pass

applicable to the regular employees. Loan facility from the state government like housing loan, education loan, GPF etc. are available. Fixed medical facility of RS 1000/- to all regular faculty and Medical reimbursement is also available to all employees. Mobile allowance of RS 500/- is given to all employees. Pension and other benefits like leave encashment, gratuity, commutation and GIS for retiring employees by the government Casual, medical, earned, ex-India, maternity leave facilities are given to all employees. Leave for Academic pursuits (higher studies).

applicable to the regular employees. Loan facility from the state government like housing loan, education loan, GPF etc. are available. Fixed medical facility to all regular faculty and Medical reimbursement is also available to all employees. Mobile allowance of RS 500/- is given to all employees. Pension and other benefits like leave encashment, gratuity, commutation and GIS for retiring employees by the government Casual, medical, earned, ex-India, maternity leave facilities are given to all employees.

facilities to the students are provided, Late Shri Surjeet Singh Brar welfare scheme (Fee of one student fill under this scheme), help of books and fee to needy students from red cross, Late shri Kulwant singh virk and captain Lal Singh Memorial Award.

#### 6.4 – Financial Management and Resource Mobilization

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

The institution conducts internal financial audits of govt. funds through college bursar and office superintendent. Local audit is done by CAs for non-govt funds such as PTA, O.S.A. etc. The external audit is done by AG office of Punjab govt. from time to time.

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
PTA Fund and HEIS	18038483	Salary, Telephone Bill, Youth Festival, TA/DA Electricity
<a href="#">View File</a>		

6.4.3 – Total corpus fund generated

18038483

#### 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	No	Null	Yes	Principal
Administrative	Yes	CA	Yes	Principal

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

PTA is integral part of institution. Regular meetings hold in the college at regular intervals of time of PTA with college administration. PTA with the administration of college take financial decisions. 1. During session 2017-18 Amount 6466744/- from PTA has spent on salaries of teachers and other employees, functions of college, improvement of infrastructure and many more, the detail of which as follow: Expenditure Amount Salaries of teachers and Class IV employees 9375716 Youth Festival 328685 Prize Distribution 20295 25000 (Cash Money to Students) Sports Function 52689 Furniture and fixtures 52894 Repair(Building, Furniture, CCTV, Gas pipe fitting, gym machine 91510 Miscellaneous expense 12680 Total 9934469 2. Students of college pay Rs. 1500/- as a PTA Fund 3. PTA members who are parents of students also contribute time to time for the development of college.

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

1.Seminar on condition of women in present era. 2. Training of staff to use the ICT facilities. 3. Motivational lecture by IQAC for research development.

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

1. Planing to start MA Punjabi. The documentation process is on going. 2. Staff to be motivated towards Research, Publications Participation in Faculty development programs: Many of the teaching staff member are involve in various research activities has published their research paper in UGC approved journals. Teacher have written books books chapters with proper ISBN no. Teachers presented research papers in various National /International conferences. 3. College website:To support admission process and other activities college is planing to develop its own website and to implement this the efforts are in progress

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
2018	Seminar on weapon Free zone	10/01/2018	10/01/2018	10/01/2018	200
2018	To support students Activities like Sport, academic and cultural Rs.25000/- Cash money distributed to students who got university positions on Annual	11/04/2018	11/04/2018	11/04/2018	25

Function

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**CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES****7.1 – Institutional Values and Social Responsibilities**

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Seminar on condition of women in present era by NSS	13/04/2018	13/04/2018	190	110
Essay writing, Debate, slogan writing, quiz on Punjabi literature and Beti Bacho, Beti Padao	19/03/2018	19/03/2018	30	30
Seminar on Legal Aid	10/04/2018	10/04/2018	90	30
Lohri Celebration	13/01/2018	13/01/2018	200	250
International Women Day	08/03/2018	08/03/2018	150	50

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

1.To conserve energy old bulbs and tube lights have been replaced with LED lights reducing power consumption.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	1
Physical facilities	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	Nil	1	06/04/2018	7	cleanliness of College	Swachh Bharat Swasth	150

					Campus, Labs, Rooms Outside the College/ Rose garden	Bharat	
2018	1	Nil	07/04/2018	1	Seminar and elocution on Drug Awareness	Drug Abuse	150
2018	1	Nil	09/04/2018	1	Seminar on Traffice Rule	Road Safety and awareness	150
2018	1	Nil	26/02/2018	1	Essay writing, Debate, slogan writing competitions	Cashless India, Awareness on Aids	25
2018	1	Nil	19/03/2018	1	Essay writing, Debate, slogan writing, quiz on Punajbi literature competitions	Punjabi Literature, Beti Bacho, Beti Padao,	30
2018	1	Nil	10/04/2018	1	Seminar on Legal Aid	Gender Issues	120
2018	Nil	1	01/06/2018	7	State Level Seven day NSS Inter college Camp/ Blood Donation by students	Inter College camp	5
2018	Nil	1	01/06/2018	1	Earthend pots were kept for birds at various locations in college	Van Mahotsav	150

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students.

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Punjabi University Academic Calendar	10/05/2017	Released by Punjabi University both offline and of lately online it enlists the academic calendar of the university alongside rules and regulations that the faculty and the students need to follow covering all the necessary aspects.
College Prospectus	01/06/2017	Every year the prospectus issued by the college contains in detail the code of conduct in terms of Do's and Don'ts that the student should be well aware of and must follow diligently.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
International Yoga Day celebration	21/06/2018	21/06/2018	60
Martydom day of Shaheed Udham Singh	31/07/2017	31/07/2017	200
State Level Seven day NSS Intercollege Camp/ Blood Donation by students	01/06/2018	07/06/2018	5
Camp on Swachh Bharat Swasth Bharat	06/04/2018	12/04/2018	150
Tribute to soilders on Anti-Terrorism Day	21/05/2018	21/05/2018	120
Pledge on World no Tobacco Day	31/05/2018	31/05/2018	100

Plantation on World environment day	05/06/2018	05/06/2018	150
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#### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

To make campus eco friendly college administration, staff and students are committed and they are working towards it. 1.The college at its own level has taken up certain preventive measures to check the emission of carbon dioxide. The college has vehicle parking in ample space at one corner of college. This helps in keeping the campus as much clean as possible. There is restriction of entry of vehicles inside the college campus. 2. Dead leaves and waste paper are not allowed to put on fire and our buried in the earth. 3. NSS units organise tree plantation and cleanliness awareness activities in college campus and outside the college also. 4. On environment day every year number of trees planted in the campus with the help of student and staff. 5 The institution propagates the importance of energy conservation by various activities and by informing all the faculty and students to turn off the fans and lights in classrooms. 6. The institution has taken adequate initiate to manage E-waste which are collected in a systematic manner and disposed periodically.

#### 7.2 – Best Practices

##### 7.2.1 – Describe at least two institutional best practices

**Best Practices-I Improving teaching learning process:** Goal: Teaching learning is a major part in the development of students overall personality. Teacher plays an essential roll in making students learning to a higher level. The Goal of the Practice is: 1. To improve pass percentage and enhance the number of ranks obtained by the college at the university level examinations. 2. To improve the overall personality of students by keeping in pace with co-curricular activities also. 3. To encourage teachers to adapt to technological advancements. 4. To ensure the completion of syllabus according to the academic planner of each department. Context: 1. Diversity of students in respect to their background, and other personal attributes influence the extent of their learning. The teaching learning modalities rendered by the institution should be relevant for the learner group. 2. The teachers find it difficult to keep pace with the techno -savvy student learners. So it has become essential for some of the teachers to adopt to latest pedagogic styles. 3. The mismatch between the student learner and the teacher in the use and comfort of handling variety of tools available for teaching learning needs to be bridged. 4. The syllabus coverage in some cases is being hurried and and crammed at the end of the semester. This type of coverage should be avoided and enough time should be given to students to complete their syllabus and assimilating the facts. Practice: 1. Informal feedback is obtained from students regarding the content delivered by different teachers. 2. As a part of routine teaching learning process teachers organize class seminars at department levels in which students themselves prepare topics and on allotted day they present themselves. In this way they experience the experiential learning. 3. Frequent assignments, tests and evaluation are conducted to improve performance in the semester end examinations. 4. Sometimes computer science department staff train the teachers in the use of PowerPoint presentations and browsing the internet for useful resources. 5. Heads of different departments monitor the pace of coverage of the syllabus. Evidence of Success: 1. Improvement in results 2. Increase attendance in classes 3. Timely completion of syllabus 4. Some of the teachers have adopted modern pedagogic styles Problems encountered and resources required: 1. Due to rural background and students from village background find it difficult to pace with modern pedagogy. 2. Development of animation based

PowerPoint presentations in teaching particularly in science subjects, has been hindered due to the need of in house technical expertise. 3. Diversity of students is a problem. 4. To use modern technology or smart rooms more funds are required. Best Practices-II: Holistic student centric practices: Goal: 1. All round personality development of students. 2. To nurture critical thinking, creativity and scientific temper. 3. To develop gender sensitization and self discipline. 4. To enable the students to develop a sense of culture and morality. 5. To provide a platform to exhibit the hidden talents of the students. Context: Student centric activities are necessary for all round development of the students. Such activities play a significant role to imbibe the moral and ethical values among the students. Student centric activities provide opportunities for the students to work in groups and exercise leadership. They meet the psychological needs of the students. These activities provide a platform for expression of talent, which further leads to an overall personality development. Practice: Student centric activities give impacts to moulding the personality of the students such that they become responsible citizens of the nation. A. Curricular activities 1. Effective mentor mentee system, for this tutorial groups are managed where students can share their views and problems. 2. Continuous evaluation of the students. 3. Extra classes to week learners and attention to advanced learners. 4. Book bank facility by different departments to advanced learners and needy students of the college. 5. Encouraging peer learning among the students. 6. Use of innovative methods of teaching like active learning, evidence based teaching etc. 7. Effective student feedback mechanism and use of it for improvement in the working of the institution. B. Co-curricular and extra curricular activities College conducts the following Co-curricular and extra curricular activities. 1. Extra guidance 2. Tour visits 3. Seminars 4. Participation of students in Various clubs like NSS, Red ribbon club, Red cross, EVS club. 5. Youth club activities 6. Sports activities, presence of swimming pool, astrotroph hockey ground, 400 m track and other sports facilities gave students a chance to nurture their sports abilities. Evidence of Success: The result of these activities is the improvement in soft skills like confidence, positive attitude etc. The students are inculcated with the qualities of leadership, team spirit, sportsman spirit through extra curricular activities. The academic and non academic skills, imparted throughout the year, ensure a holistic development of students. Problems encountered and resources required: 1. In some activities there is limitation on the intake of student participants which poses a hindrance owing to the enthusiasm of the other students. 2. Generally the students only participate in the activities that are framed for their own welfare. 3. Sources and funds are required to implement the activities.

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

<https://susqcsunam.com/Articles/best-practices>

### 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

**Holistic Development of Students:** There is a need to evolve a more holistic approach, an enriching blend of academics and value initiatives. This whole some approach helps youngsters to evolve into better human beings with character, integrity and social responsibility. Education should include whole some development of students for the betterment of society. Values, character, capacity building programs have to be included in the curriculum. S.U.S. Govt. College is quality conscious and trend setting institute with the focus on providing equal opportunities for the development of human potentials for every segment of the society. As a proactive Institution, the following innovations

created for the Holistic development of students : Academic Innovations: Regular doubts clearance sessions are taken by all the faculty members for their respective classes/subjects in order to fulfill additional problem solving needs of the students. Slow learners and advanced learners are treated separately. Senior students sometimes assigned the work to teach junior class slow learners students at department level. Research Innovations: a. The IQAC cell of college encourages the organization of regular workshops/symposia/seminars to inculcate a research environment and provide a platform for faculty members to develop their research potential. b. To impart practical knowledge to the students in their respective subject, class, seminars are organized at departmental levels, where students itself gave the seminar on various topics allotted by the teacher. Administrative Functioning Innovations: The College with various modes endeavors to increase its connection with its stakeholders viz parents, students, and society. Student Development and Progression Innovations: a. In order to maintain the contact with its alumni, the college conducts in formal progression mechanism every year along with evaluating the learning outcomes. This is done through structured feedback performas filled by the recent pass out students. b The College in congruence with the vision of achieving drug free society. Different clubs organized activities to aware students about drugs.

Provide the weblink of the institution

<https://susgcsunam.com/Articles/best-practices>

### **8.Future Plans of Actions for Next Academic Year**

1. To start PG Department of Punjabi. 2. To develop own website of college. 3. To do admission through online portal. 4. To encourage the teaching faculty to pursue research and publication work. 5. To renovate and provide more facilities for office including office of the principal. 6. To make more efforts for campus placement. 7. To establish more links with industries. 8. To make the computer and internet facility available in all the departments. 9. To enroll more students in different courses. 10. To submit proposal for conducting state level, National level seminars by the post graduate department. 11. To promote more and more inter departmental activities. 12. To create awareness among students for making college plastic/polythene free zone. 13. Regular awareness lectures on e-waste management. 14. Organize more awareness lectures on energy conservations and on sensitization to protect our natural environment. 15. Construction of more classrooms. 16. Construction of toilets for women staff and girl students. 17. To start water harvesting of college plants. 18. To have a separate section for physically challenged students with all facilities like wheelchairs etc. 19. A complete automation of library including library websites with reprographic facilities.