



YEARLY STATUS REPORT - 2022-2023

Part A	
Data of the Institution	
1.Name of the Institution	Khalsa College for Women, Civil Lines, Ludhiana
• Name of the Head of the institution	Dr. (Mrs.) Iqbal Kaur
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01614679089
• Mobile no	9814781223
• Registered e-mail	kcwldh@outlook.com
• Alternate e-mail	kcwcompdept@gmail.com
• Address	Khalsa College for Women, Civil Lines, Ludhiana
• City/Town	Ludhiana
• State/UT	Punjab
• Pin Code	141001
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Women
• Location	Urban

• Financial Status	Grants-in aid				
• Name of the Affiliating University	Panjab University, Chandigarh				
• Name of the IQAC Coordinator	Dr. Priyaka Khanna				
• Phone No.	01614679089				
• Alternate phone No.	01612420987				
• Mobile	9814818576				
• IQAC e-mail address	iqackcw2022@gmail.com				
• Alternate Email address	kcwldh@outlook.com				
3. Website address (Web link of the AQAR (Previous Academic Year))	https://www.kcwludhiana.org/igac-2022-23/				
4. Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.kcwludhiana.org/igac-2022-23/				
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A+	90.20 (score)	2004	04/11/2004	04/11/2010
Cycle 2	A	3.12	2017	30/10/2017	30/10/2022
6. Date of Establishment of IQAC			27/08/2003		
7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	
8. Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	6	
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> • If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
<ul style="list-style-type: none"> • Enhancing Academic Excellence through Strategic Faculty Development Initiatives The IQAC has significantly contributed to elevating academic excellence by organizing various in-house Faculty Development Programs (FDPs) focusing on key themes such as NAAC Accreditation Process, Effective Teaching-Learning Practices, Advanced Research Methodologies, ICT Integration in Education and National Education Policy 2020. Furthermore, faculty members actively participated in approximately 130 external FDPs on diverse topics, including Interdisciplinary Approaches in Social Sciences, Advanced Pedagogical Practices, Life Sciences, Data Science, Machine Learning, NEP 2020, ICT Tools in Education, and Human Rights. These initiatives have enhanced faculty competencies, aligned with institutional objectives, and contributed towards fostering professional growth and overall educational quality. 		
<ul style="list-style-type: none"> • Elevating Athletic Excellence through Strategic Institutional Support Through proactive strategies by IQAC, our institution has achieved notable success in sports, with students winning approximately 52 gold, 35 silver, and 31 bronze medals at university, state, and national levels in 2022-23 across basketball, softball, baseball, and athletics. Outstanding performances at the national level include Shabnam, Shamma Parveen, Nandani Saha, Mukul, and Manali Chuhan, who have won gold and silver medals in various sports events. Additionally, Rupinder Kaur, Harwinder Kaur, Kanika Singh, Ginni, and Simran Kaur have brought glory to the college with their commendable achievements in national tournaments. Total 		

concession of Rs.8,08,500 has been provided to support the outstanding sports achievements of the students, covering their boarding and lodging fees.

- **Enhancing Employability through Specialized Certification Courses** Under the leadership of IQAC, the college has introduced several certification courses to boost job readiness among students. The Department of Computer Applications offered courses like Website Designing (71 students), Python Programming (37), Digital Marketing (27), WordPress (27), and Graphic Designing (25). The Department of Commerce conducted courses on Excel (32), Computer-Aided Accounting (25), and Branding & Social Media Marketing (36). The Business Management Department provided a six-month GST Filing course (25 students), while the Career Coaching Cell trained 90 students in Employability Skills. Over 300 students gained hands-on experience, enhancing their industry readiness.

- **Fostering Mental Health and Wellness** Various departments and cells launched impactful initiatives to promote student well-being. The KCW Counselling Cell organized a Suicide Prevention Day themed "Creating Hope through Action," engaging 150 students, and a World Mental Health Day campaign titled "Making Mental Health & Well-Being a Global Priority" with 130 participants. The Dyslexia Awareness Event, in collaboration with SEAL, addressed stigma, while the Anti-Drug Awareness Campaign educated on substance abuse. The #LifeHack initiative reached 1132 students using a "Universal Value Assessment Scale" to instil core life values. Additional sessions like "A Date With Happiness" and complementary programs ensured a comprehensive approach to mental wellness. Additionally, a Blood Donation Rally and health awareness sessions were held with the Department of Health & Family Welfare. Free medicine distribution and life support training were conducted with ESI Hospital and Satguru Partap Singh Hospital. The NSS Unit ran a 7-day camp focusing on Swachh Bharat and Fit India, while the Department of Sociology promoted the Nasha Mukh Bharat Abhiyan. These combined efforts created a robust wellness framework for students.

- **Empowering Students through Digital Education and Awareness** The IQAC cell, along with the Department of Computer Science, led impactful initiatives to promote digital literacy and safety. The I-Connect and E-Vidya programs empowered 129 underprivileged schoolgirls, while the Surf Smart Drive engaged 149 students in understanding social media risks and online safety. The workshop on "Unlocking the Potential of Digital Technologies" reached 131 students, and the Digital Shield initiative trained 1100 students in essential digital skills. A cyber security webinar benefited 269 students, and another drive Each One Teach One: Digital Literacy

Drive (168), Cyber Jagrukta Diwas (300) students were provided insights into emerging technologies. The Department of Commerce added value with workshops on digital marketing, cyber security, and financial data analysis, ensuring students are equipped for the digital era.

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

Plan of Action	Achievements/Outcomes
<p style="text-align: center;">Driving Environmental Sustainability through Strategic Initiatives</p>	<ul style="list-style-type: none"> • The institution hosted the National Seminar on "Urban Green Spaces, Climate Change, and Environmental Sustainability", featuring renowned speakers like Dr. R.K. Kohli (Amity University, Mohali) and Dr. Daizy Batish (Panjab University, Chandigarh). The seminar emphasized the role of green spaces in climate mitigation and urban planning, promoting academic dialogue on sustainable development. • Engagement initiatives included a video-making competition on sustainable food practices and a Rangoli contest on eco-friendly cooking. At the Excalibur Entrepreneurship Fest, vermicompost and various millet products were showcased, supporting the International Year of Millets 2023. The Green Vatika Group led a tree-planting drive that resulted in the plantation of 240 saplings, reinforcing the institution's commitment to a greener campus. • Significant investments include a ₹2,939,729 Solar Grid System for clean energy and a ₹532,086 Rainwater Harvesting System for efficient water management. Additionally, color-coded waste bins were installed to ensure effective waste segregation, including E-waste recycling during Global Recycling Day, enhancing the institution's resource management and sustainability goals.

<p>Enhancing Educational and Campus Infrastructure</p>	<ul style="list-style-type: none"> • Khalsa College for Women, Ludhiana, has undertaken significant steps to maintain and augment its infrastructure to ensure a high-quality educational environment. The total expenditure of Rs.5,20,25,000 has been strategically divided into Maintenance (Rs.1,61,13,124) and Augmentation (Rs.3,59,11,876). • For Maintenance, the focus was on sustaining critical facilities, with primary expenses on Electricity/Water Sewerage (Rs.33,45,939) and Depreciation (Rs.86,46,822). These steps were essential for uninterrupted functioning and preserving the value of existing assets.
<p>Empowering Academic Excellence through Strategic Scholarship Initiatives</p>	<ul style="list-style-type: none"> • The IQAC has undertaken significant initiatives to support students through various scholarship schemes. For the academic year 2022-23, the institution prioritized both government and institutional scholarships, benefitting a large number of students. Notably, the Punjab Government Scholarship supported 52 students with a substantial disbursement of ₹10,86,927. Additionally, institution-funded schemes like the Free Boarding & Lodging for Sports Students contributed ₹28,38,900 to 49 students, and the Fee Concession for Sports Students provided ₹7,13,258 to 63 students. Other major schemes include the Meritorious Students Scholarship, which aided 41 students with ₹2,80,452, and the

	<p>Ravi Nandan Charitable Trust Scholarship with ₹81,00 benefiting 8 students. This year, the Merit Scholarship was introduced, offering a 20% fee waiver to the top 5% of first-year students, and the Rural Background Scholarship (₹60,000) was launched to support students from rural areas.</p>
<p>Effective Governance for Stellar Academic Success</p>	<ul style="list-style-type: none"> • The IQAC has strategically focused on enhancing academic outcomes through effective governance and structured academic support, resulting in exceptional student performance across various programs. For the academic year 2022-23, the institution achieved an impressive total of 108 University Positions in various courses, showcasing its unwavering commitment to academic excellence. Among these, 12 students secured First Positions, 12 secured Second Positions, and 16 obtained Third Positions. A detailed analysis of the data indicates that the MA Fine Arts department has emerged as a top performer, consistently securing the highest number of positions across various semesters, reflecting the department's emphasis on creativity and academic rigor. Similarly, the MSc IT department has shown outstanding results with multiple First Positions in semesters II, III, and IV, demonstrating the department's strength in producing high-quality graduates in information technology. The MA Political

Science department also performed exceptionally well, securing First Positions in the initial semesters, highlighting the department's focus on fostering analytical and research skills among its students. In addition, the Post Graduate Diploma in Fashion Design (PGDFD) has showcased its caliber by securing several Second and Third Positions, indicating the quality of education and training provided in vocational courses. Meanwhile, the BSc Biotechnology department recorded significant achievements with Second and Third Positions in the final semesters, underlining its strong foundation in life sciences education.

Strengthening Industry-Academia Interface

- The IQAC, in collaboration with the Department of Computer Science, strategically organized the 'I-CONNECT' Students-Industry Interaction Week from November 1 to November 7, 2022, aimed at bridging the gap between academic learning and industry needs. The week featured sessions on Digital Marketing, Business Analytics, 3D Modelling, Animation, Full Stack Development, and Career Opportunities in Python, providing valuable insights from industry leaders. In parallel, the Commerce Department took significant steps to strengthen the industry-academia relationship through a series of workshops and interactive sessions. On September 21, 2022, Mr. Nitish Kumar, a global e-

commerce advisor, delivered an insightful lecture on e-commerce, followed by a three-day workshop on Data Analysis from September 29 to October 1, 2022, in collaboration with Jaipuria Institute of Management. Additional sessions included Financial Data Analysis by Dr. Doreen Robbins on November 16, 2022, and a lecture on Tally and GST by CA Jagjit Singh on November 17, 2022. Workshops on business analysis by Mr. Sachin Garg (February 3-4, 2023) and cyber security by Er. Harpreet Khatar (February 3, 2023) further enriched students' industry-relevant skills and employability. Collectively, these initiatives successfully aligned academic activities with industry trends, equipping students with practical knowledge for the evolving job market.

**Celebrating Cultural Excellence:
Commitment to Student
Development**

- To execute this plan, the IQAC organized rigorous training sessions, workshops, and mentorship programs to ensure that students were well-prepared to participate and excel in various cultural competitions. As a result of these focused efforts, the college secured the II Runners Up Trophy at the P.U. Zonal Youth Festival by winning a total of 46 prizes, which included 15 First, 14 Second, and 17 Third positions in different categories. Building on this success, the students showcased their prowess at the Inter-Zonal & Heritage Festival, securing 8 prizes (3 First, 1

	<p>Second, and 4 Third). These achievements reflect the IQAC's effective cultural development strategies, which offer comprehensive support and structured guidance, enabling students to excel in both academics and extracurricular activities.</p>
<p>Nurturing Wellness: Cultivating Sustainable Health</p>	<ul style="list-style-type: none"> • As part of a comprehensive action plan to prioritize student health and wellness, various initiatives were organized by the Red Cross in collaboration with notable health organizations and the NSS unit through practical health-related activities and awareness programs. • On September 17, 2022, a blood donation rally was organized in collaboration with the Department of Health and Family Welfare, Government of Punjab, to raise awareness among students. This was complemented by an awareness drive on cardiovascular disease and an extension lecture on gynaecological disorders and women's health, delivered by Dr. Gursimran from Fortis Hospital. Additionally, a free medicine distribution camp was held on February 15, 2023, in collaboration with ESI Hospital, and a basic life support training workshop was conducted with Satguru Partap Singh Hospital to equip students with essential life-saving skills. • Further reinforcing the commitment to student health, a drug abuse awareness drive was organized in November. The NSS unit also played a pivotal role

by hosting a 7-day camp from January 14 to January 28, focusing on themes such as Swachh Bharat Abhiyan and the Fit India campaign. The camp included frequent sessions on yoga, meditation, and plantation drives, all aimed at promoting a healthy lifestyle among students. An awareness programme on "Nasha Mukh Bharat Abhiyan" a project powered by Ministry of Social Justice & empowerment Govt Of India Appraised the students of Menace of drugs was initiated by department of Sociology on 16th Nov, 2022.

Enriching Educational Outcomes through Experiential Learning Initiatives

- Various departments at the institution have undertaken significant experiential learning initiatives to enhance educational outcomes and provide practical exposure to students. The Department of Computer Science organized an industrial visit to CS Soft Solutions Pvt. Ltd. and TOXSL Technologies, familiarizing students with real-world IT operations. Similarly, the Department of Biotechnology benefited from an educational visit to the Central Research Institute, Kasauli, and the Department of Chemistry conducted a trip to Raj Soaps Industries to learn about production techniques. To promote understanding of the food processing industry, the Department of Home Science and Fashion Designing facilitated student participation at the Food and Industry Mela at Punjab Agricultural University. The Department of History explored

heritage and ecology through a field trip to Morni Hills, and the Department of Zoology engaged students in wildlife conservation through awareness sessions and rallies. The Department of Commerce visited Avon Cycles and Akal Springs to gain insights into manufacturing processes and quality control techniques. The NCC Army Wing provided hands-on military training at an Army Attachment Camp, and the Youth Club participated in a Leadership Development Workshop at the Rajiv Gandhi National Institute of Youth Development. These diverse field trips, industrial visits, and internships demonstrate the college's commitment to holistic and experiential education.

Enhancing Entrepreneurial Mindset and Skill Development through Experiential Learning

- The Internal Quality Assurance Cell has catalyzed entrepreneurial initiatives across various departments, significantly enriching student learning experiences with practical business skills.
- Notable activities include the Department of Business Management's "Foodie Street" event on February 3, 2023, where students applied real-world marketing strategies, and the "Queen of Sales" contest on March 20, 2023, which helped enhance their fundraising and sales acumen. An impressive amount of ₹27,000 was generated from the event, which was utilized for the welfare of deserving students. Similarly, the Department of Commerce

conducted specialized workshops, like the professional chocolate making workshop from July 15-16, 2022, designed for students inclined towards entrepreneurial ventures, and a salad-making workshop, fostering culinary entrepreneurship. •Similarly, the Department of Home Science and Fashion Designing a hosted a series of entrepreneurial initiatives, including a mehndi competition (September 3, 2022), and a cooking contest (February 27, 2023). They also held workshops on knitting and crochet with industry experts (February 2-3, 2023), enhancing practical skills for creative business ventures. Similarly, the Department of Fine Arts organized the "Creations 2023" virtual art exhibition (March 28, 2023), showcasing student artwork for potential commercial exposure, and a talent hunt to discover and nurture artistic talents (September 6, 2022). Botany students showcased sustainable practices at the Excalibur Fest with stalls for evergreen plants, vermicompost, and millets, honoring the International Year of Millets 2023.

Initiative to Intellectually Stimulate Students Through Competitions

- Students were encouraged to participate in intra- and inter-college events to develop critical and analytical skills. Highlights included the National Graduate Physics Examination with the Indian Association of Physics Teachers and creative activities like the 'Space Quiz' and 'Cosmic Rangoli' during

World Space Week. • The 56th A.D. Shroff Memorial Elocution Competition further honed students' articulation skills on topics such as pandemic management and cybercrime. An innovative Documentary Making Competition focused on social themes such as addiction, offering a creative outlet for students to express their perspectives. Additionally, a 'Digital Shield' Campaign promoted cyber safety awareness through interactive sessions and contests. • Language-related events included a Listening Quiz organized by the English Department and a Handwriting Competition during Hindi Divas, emphasizing linguistic proficiency. Meanwhile, the Sanskrit Divas Poster Making Contest celebrated the rich cultural heritage of Sanskrit, encouraging artistic depictions of traditional values. • A significant highlight was the "Komerccio Fete 2023", an inter-college event with participants from 22 colleges, showcasing talents in business strategy and technical skills through Business Plan Presentations and Digital Marketing Challenges. Students also excelled in "Tech-Disha" and "Logic Development" contests, achieving top positions in coding, debugging, and problem-solving categories.

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Management	05/08/2021

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022-2023	19/03/2024

15. Multidisciplinary / interdisciplinary

NEP 2020 aims to transform India into a global knowledge superpower through holistic and multidisciplinary education suited to 21st-century needs and aimed at bringing out each student's unique capabilities. Khalsa College for Women, affiliated with Panjab University, Chandigarh, embodies this vision as a premier multi-faculty, multidisciplinary postgraduate institution. The college has organized webinars, guest lectures, and discussions on NEP preparedness and aspires to be a center of excellence, imparting quality education to meet global market demands. With faculties in Commerce & Management, Humanities, Science, and Information Technology, the institution offers diverse programs across 26 departments and plans to introduce more to nurture professionals for national development. Multidisciplinary add-on courses like Animation & Graphics, Bank Management, Tourism & Travel, and others enhance employability. Experiential learning through workshops, visits, and interactive sessions fosters critical thinking. Physical activities and social outreach by the Department of Physical Education, NCC, NSS, Red Ribbon Club, and EBSB Club promote health, fitness, and community service. The college emphasizes interdisciplinary pedagogy, communication, debate, and research. Flexible curricula, pending university approval, will include credit-based courses in community engagement, environmental education, and value-based education, supporting a Multiple Entry-Exit System. The institution is committed to a multidisciplinary approach, ensuring an inclusive academic environment for diverse career opportunities.

16. Academic bank of credits (ABC):

The college administration fully supports the concept of the Academic Bank of Credits (ABC) as proposed in NEP 2020 and has initiated the process of getting students registered on the ABC portal (<https://www.abc.gov.in/>). With academic approval from Panjab University Chandigarh, the college is earnestly adopting the ABC mode to bring about the desired changes. The institution has widely circulated the registration process and educated students through

videos, presentations, and interactive sessions. This proactive approach ensures that students are well-informed and can seamlessly integrate with the ABC system.

17.Skill development:

Khalsa College for Women is dedicated to providing value-based education that fosters a positive learning environment through the values modeled by staff in all curricular, co-curricular, and extracurricular activities. The college offers a variety of skill development certificate/add-on/short-term value-added courses, such as Website Designing using Bootstrap, Python Programming- Beginner's to Intermediate level, Graphic Designing using Adobe Illustrator, Branding ,Graphic Design & Social Media Marketing ,Basic to advance Excel, Professional Graphic Designing for Business, Bank Management, Computer Based Accounting, Animation and Graphics, Diploma in Fashion Designing, Computer Application, Diploma in Beauty and Wellness, Vocational Course in Office Management and Secretarial Practices, and Call Center Training. To create a skill-oriented workforce and make students industry-ready, the Department of Commerce and the Department of Computer Science have initiated several value-added certified courses. For the 2022-23 session, the Department of Computer Science organized skill development programs, including a workshop on "Unlocking the Potential of Digital Technologies: Career Opportunities Ahead" on October 19, 2022; a short-term certificate course on Bootstrap for Web Designing (August 28, 2022, to September 8, 2022); and a short-term certificate course in Python Programming (January 23, 2023, to February 3, 2023). Additionally, the department conducted a webinar on "Role of Cyber Security Awareness in the Digital Era" on October 6, 2022, with Dr. Krishan Kumar from NIT Uttarakhand as the resource person. and Digital Shield an online community drive to equip students with essential digital skills to navigate the online world safely and securely. Three days workshop on data Analysis from 29.09.2022 to 01.10.2022 and workshop on video editing in collaboration with MGNCRE, Ministry of education was organized by Department of Commerce. To bridge the gap between industry and academia department also initiated I-Connect interactive sessions on future of digital marketing, merging trends & technologies on Nov 1. Other courses include, VBA Programming using Excel, Shopify, Graphic Designing and Video Editing, and Graphic and Multimedia Design. The institution regularly organizes skill development workshops and interactions with alumni and industry experts to enhance students' communication and soft skills, interview skills, writing skills, entrepreneurial skills, and ICT skills. Various departments and cells actively engage students in these capacity-building activities to ensure they

are well-prepared for their future careers.

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

Khalsa College for Women is dedicated to preserving and promoting the Indian knowledge system, embedding Vedic values in its vision and mission. The college offers three Indian languages: Hindi and Sanskrit as elective subjects and Punjabi as a compulsory subject in undergraduate programs. Humanities, physical education, and sciences are taught bilingually/Tri lingually to ensure the integration of cultural heritage and language. Courses in Sanskrit, Hindi, and Punjabi are offered to maintain and promote Indian languages, with plans to continue this under NEP. While no online courses are currently offered, several events are organized to acquaint students with ancient Indian art forms, music, culture, Vedic Maths, and architecture. Celebrations like International Mother Language Day and participation in Cultural and Heritage Youth Festivals highlight the college's commitment. The college magazine, 'Rashma,' showcases students' contributions in English, Hindi, and Punjabi, with a section on Sanskrit to be added soon. To encourage traditional recitation in Sanskrit, Poster making competition was organized on 12.08.2022 on the occasion of Sanskrit Divas and department of Punjabi organized "Lok Sahit Chintan Te Chetna" on 22.09.2022 to promote .

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

Khalsa College for Women adopts a teaching methodology that integrates concepts and theories with practical knowledge and problem-solving skills, continuously assessing students through group/individual tasks, quizzes, class tests, field/project work, assignments, and internships. Emphasizing outcome-based education, the college follows a student-centric teaching model, prominently providing all program/course outcomes on the college website and prospectus. Faculty members share and integrate these outcomes within their teaching practices. Students actively participate in outreach and community welfare activities through programs like NSS, NCC, Swachhta Abhiyan and Ek Bharat Shreshtha Bharat, earning accolades at various platforms. The college offers skill-based add-on courses like Computer Based Accounting, Computer Aided Accounting and, UGC-NSQF recognized vocational courses, and short-term courses, organizing events on aptitude sessions, Resume writing, workshop on Video editing, workshop on Tableau: The backbone of Data Analytics , Social Media Design for e-Commerce and vocabulary building workshops and placement drives to enhance employability. The success of the institution's vision and mission is reflected in the achievements of

its illustrious alumni and the consistent top positions of its students in Panjab University examinations, as well as their accolades in academics, co-curricular, and sports activities at various levels.

20.Distance education/online education:

Khalsa College for Women does not offer distance education programs. However, the institution is well-prepared to deliver online education, having effectively used various online platforms during the pandemic. The campus is Wi-Fi enabled, with LCD projectors installed in each classroom to facilitate seamless online education. The college library is equipped for remote access via Web-OPAC and has initiated a virtual library facility. Faculty members have trained themselves through various MOOCs, FDPs, STTPs, and workshops to enhance their online teaching skills. Post-pandemic, departments have been using Google Classroom to share learning content, ensuring that the hybrid mode of learning continues. This approach aligns with the New Education Policy's vision of the new normal. Whenever required, online classes are held through Google Workspace for Education, with all teachers proficient in using online teaching platforms and e-resources. Faculty members create e-content available to students on the institutional website and YouTube channel. Seminar halls, classrooms, and laboratories are equipped with projectors, computers, and internet facilities through Wi-Fi, benefiting both students and faculty. The college library is computerized using SOUL 2.0 software which provides access to numerous e-resources subscribed through INFLIBNET. Web OPAC library system provides a gateway to all the library books.

Extended Profile

1.Programme

1.1 627

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

File Description	Documents
Data Template	View File

2.Student

2.1 3258

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2

865

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

File Description	Documents
Data Template	View File

2.3

1222

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1

143

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2

143

Number of sanctioned posts during the year

Extended Profile

1. Programme

1.1	627
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2. Student

2.1	3258
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	865
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	1222
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3. Academic

3.1	143
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	143
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	56
Total number of Classrooms and Seminar halls	
4.2	93.428
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	250
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Khalsa College for Women, Ludhiana, a college affiliated to the Panjab University, Chandigarh, adopts the syllabus charted out by the university itself. An efficacious curriculum delivery is guaranteed with the help of well-thought-out strategies. In addition to the regular, university ordained academic courses, the college also offers an extensive range of value-added and vocational skills through courses like Animation and Graphics, Travel and Tourism Management, Computer based Applications, Communicative English and multifarious 30-hour certificate courses. The timetable committee, in close association with the heads of respective departments, chalk out the class wise timetables well ahead of the commencement of each semester. Based on the specializations and expertise of the teachers, papers/subjects are allotted to them. Continuous evaluation and assessment are carried out throughout the year by giving rigorous assignments and conducting mid-semester tests and final exams. For the smooth and successful transmission of curricula, ICT based

teaching tools like ppts, video lectures, educational software's and resources complement the traditional teaching methodologies. A plethora of workshops, seminars, conferences, interdisciplinary activities, and events are organized to disseminate comprehensive knowledge amongst students. Faculty members are increasingly encouraged to attend orientation sessions and refresher courses organized by various universities. The IQAC incessantly focuses on the effectiveness of the curriculum delivery by studying and analyzing reports submitted by various concerned committees.

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

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

Khalsa College for Women, Ludhiana, is a constituent college of Panjab University, Chandigarh, and resultantly follows the academic calendar issued by the university. The calendar vividly elucidates a pragmatic schedule of teaching, examination, semester break, and vacations. The college formulates its academic schedule accordingly, adhering to the academic calendar, allocating lectures to subject teachers according to the painstakingly drafted timetable. The schedule tentatively hints at the prospective time for internal exams, which, when conducted, follow a transparent and unbiased approach to the method of evaluation. Internal assessment of students is calculated and prepared on the basis of their attendance, performance in the internal exams, and participation in the academic and para-academic activities. Continuous internal evaluation is conducted by informing students in advance about the deadlines for assignment submissions, class test dates, and their final assessment marks. In an attempt to consistently provide wholesome education and training to the students, various workshops, short-term courses, project work, and field activities are also arranged according to the academic calendar. Practical exams are also carried out within the time frame issued by the University and results are prepared and uploaded on the university website as per the schedule.

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

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

B. Any 3 of the above

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

1.2 - Academic Flexibility

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

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

9

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

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

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data

requirement for year: (As per Data Template)

10

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

849

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

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

The college, being affiliated to the Panjab University, Chandigarh adheres to the curriculum prepared by the parent university and most of the curricula attempt to incorporate issues relevant to professional ethics, gender, human values, environment and sustainability. The curriculum laid out for the Humanities critically focuses on issues pertaining to gender equality, sustainable development, human values ranging from justice, rights and duties to social responsibility, liberty, minority rights and marginalization of certain castes. The curriculum of the Sciences caters to spreading awareness regarding crucial issues related to the environment, global warming, deforestation, sustainability, etc. Topics related to fair pricing, professional ethics, and healthy competition are dealt with in the curriculum of Commerce and Management streams. Numerous committees, clubs, and cells in the college sensitize the students pertaining to these cross-cutting issues through their integrated programmes and activities. Various practices in the college like donation drives, Gur upurab

celebration, daily morning prayer and visits to orphanages and old age homes make an attempt to imbibe human values amongst the students. A separate paper on Environment, Road Safety Education, and Violence against Women and Children is an invaluable part of the curriculum of all undergraduate students.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

15

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

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

702

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

1.4 - Feedback System

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	https://www.kcwludhiana.org/igac-2022-23/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.kcwludhiana.org/igac-2022-23/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1224

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

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

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

816

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

2.2 - Catering to Student Diversity

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

The College has a team of well-qualified, dedicated and performance-driven faculty. The faculty comprehends the needs of the students in terms of their knowledge and skills beforehand.

Identification of Slow Learner & Advanced Learner:

- At the time of admission the first-year students, their 12th class percentage is considered.
- The profiles of the students are also sketched from the students' files prepared by the College Administrative Office and from previous examination or College house test.
- Periodic assessment by assignments, snap tests, class ppts, Group Discussions driven activities and Cumulative assessment by Mid-semester tests, term projects, viva-voce and internships.
- One to one interactive session are conducted with the help of Tutorial lectures on Wednesdays of every week to know the limitation of each student.

Programs for Slow Learners

- Student's doubts are cleared time to time during classroom

sessions.

- Easy study materials, referral question papers, ppts and videos of recorded lectures are shared.
- Previous year question papers, paper pattern are shared.
- Concepts are taught in simplified language and practical examples are depicted. Tutorials and remedial classes are held.

Programs for Advanced Learners

- Referred to some extra reference books, study and research material.
- Group discussions, debates, guest lectures, seminar competitions are organized.
- Library resources in the form of Blogs, E-books, pdfs are made accessible.
- Coaching for Competitive exams is provided by Career Coaching Cell.
- Encouraged to participate in workshops and conferences related to their discipline.

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

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

Number of Students	Number of Teachers
3258	138

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

The college emphasizes on student-cantered, personalised, competency-based, and non-traditional classroom style teaching. Students take responsibility for their own learning and collaborate to foster each other's development. The college offers

a theory-to-practice mode of teaching to make learning engaging, experiential and holistic.

Experiential Learning: This includes the application of CAAR technique that covers Conceptualize, Apply, Act and Reflect methodologies. It includes laboratory sessions, hands-on training through the conduct of workshops, add-on courses from many online platforms, value-added courses, and industrial and educational field trips and visits.

Participative Learning: This is imparted by making study groups; giving group project assignments; organizing group discussions/debates on prescribed topics; involving students in planning and organizing department-level seminars, conferences, workshops and educational festivals. Classroom activities like ppts, quizzes, case studies and group projects are also being conducted time to time. Students also participate in a number of extracurricular activities sponsored by the university, colleges, and other clubs at the college level. Numerous clubs also organise a variety of activities centred on skill development, life skills, personality development, as well as artistic and cultural activities to promote the holistic development of the learner.

Problem Solving Methodologies: Problems related to academics are seen through remedial classes; psychological problems of the students are look after through the College Counselling Cell which organizes seminars, group discussions and individualized one-on-one counselling sessions. Clubs like youth club, gardening and eco club, NCC, NSS, EBSB deal with the socio-economic and environmental problems.

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

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

In order to make the teaching learning process more dynamic and interesting, faculty members undergo thorough training of various digital tools.

The college's Information and Knowledge Acquisition Center (IQAC)

offers various courses to increase practical understanding of online teaching.

Emphasis on teachers updating their skills by attending seminars and workshops on ICT.

A wide variety of ICT tools and resources are provided. Equipment's such as computers, laptops, projectors, digital cameras, webcams, printers, scanners, headphones, microphones/speakers, and other multimedia playback and storage devices, interactive whiteboards, pentabs, the internet, Wifi, and LAN, and various software applications such as word processors, multimedia editors, database managers, and presentation designers are all examples.

The library's extensive collection of electronic resources can be accessed through the INFLIBNET network. All accessible Massive Open Online Course (MOOC) platforms are being utilized.

Teachers use online education materials, social networking sites, and blended learning platforms like Google Classroom.

Teachers share reading materials, short notes, eBooks over different media like Google Classroom, E-Mail, College Portal, Blogs, WhatsApp, etc.

Social media platforms like WhatsApp and Telegram are used to connect with students individually and collectively beyond the classroom for giving extra information and support to students.

The PPTs are enabled with animations and simulations to improve the effectiveness of the teaching-learning process. The faculty members are combining technology with traditional mode of instruction to engage students in long term learning.

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

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

2.3.3.1 - Number of mentors

133

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

2.4 - Teacher Profile and Quality**2.4.1 - Number of full time teachers against sanctioned posts during the year**

140

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

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

32

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

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

2.4.3.1 - Total experience of full-time teachers

1234

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

2.5 - Evaluation Process and Reforms

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

The Internal Assessment for the semester examinations for all undergraduate and post graduate examinations (Theory and practical) for all subjects is submitted online as per the guidelines to the Panjab University Chandigarh twice a year.

The internal Assessment is prepared as follows:

Mid-Semester Test-50%

Academic Activities-30%

Attendance-20%

The internal assessment is displayed on the notice board for the students to check, thus making the process transparent and robust.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

The institute has created an effective procedure for dealing with examination-related issues that is transparent in nature and provides for timely resolution of grievances. When conducting

internal and semester-end examinations, the college rigorously follows the standards and procedures set out by the Panjab University. The mid semester tests were conducted twice in the session 2022-23 with proper date sheet for all the under graduate and post graduate classes in the college.

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

2.6 - Student Performance and Learning Outcomes

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

Khalsa College for Women, Civil Lines, Ludhiana aims at quantitative measurement of Course outcomes with the help of assessment techniques which involve continuous internal evaluation by midsemester tests, class tests, quizzes, seminars, presentations, assignments and laboratory sessions. The courses are taught to the students by various teaching methodologies like class room teaching, laboratory experiments, seminar and projects in their respective programmes. The mid-semester question paper is designed wherein each question is mapped to a CO and its corresponding PO. The attainment of COs is evaluated using the existing student data from the mid-semester and class test results, quizzes and laboratory sessions. The assessment method adopted to measure the attainment of POs is based on the marks of each COs for each student. The indirect method represents a part of Program Outcome is purely survey oriented in which calculations are based on data and surveys collected from the Current passing out students, Stakeholders, Alumni, Survey from placement officers etc.

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

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

The curriculum, completion of the syllabus, internal Assessment, setting up of the question paper, evaluation, and result are all used to assess the course outcomes. At the departmental level, department heads and teachers working in any class, work hard to finish the courses on time. To guarantee that students participate in class, the mandatory attendance of 75% is adhered to in order to qualify for writing the course examinations. Attendance is also linked to grades. Tests, quizzes, written assignments, paper presentations, oral presentations, field projects, and other forms of continual evaluation are used. Every course's end-of-semester assessment is based on a three-hour written exam, the question paper of which is supposed to evaluate the student's understanding of every unit allotted for study. The achievement of programme course is assessed at the postgraduate and undergraduate levels by students' advancement to further education in any higher educational institution in India or overseas. The placement of students in corporations and institutions is another indicator of achievement.

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

2.6.3 - Pass percentage of Students during the year

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

1124

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

2.7 - Student Satisfaction Survey

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

<https://www.kcwludhiana.org/igac-2022-23/>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

Nil

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

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

3.1.2.1 - Number of teachers recognized as research guides

Nil

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

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

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

Nil

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

3.2 - Innovation Ecosystem

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

- **Industry-Academia Interaction:'I-connect':** A week-long program from November 2 to November 7, connecting students with industry experts through workshops and sessions focused on digital marketing, interactive graphics and animation, and 3D animation for product visualization.
- **Entrepreneurial and Creative Showcases:** Initiatives led by departments like Computer Science, Commerce, Management, Botany, Home Science, and Fashion Designing feature a variety of student talents. Events such as 'Queen of Sales', 'Kocommerce Fete', and 'Excalibur Entrepreneurship' highlight these efforts.
- **Research and Academic Support:** The institution offers guidance on dissertation and report writing, and hosts a one-day National Seminar that received a grant of Rs 22,727 from DCDC, enhancing academic credibility and institutional support.
- **Skill Development and Professional Training:** Courses and workshops such as MS Excel, financial data analysis, tally software and GST, graphic designing, video editing, business analytics and cyber security Branding, Social Media Marketing, cybersecurity, graphic ,Knitting and crocheting, hair care, nail art and beauty and makeup are strategically designed to enhance employability and technical skills.
- **Field and Industrial Visits:** Students from the Biotechnology, Computer science, Chemistry, and Commerce departments engaged in hands-on learning through visits to the Central Research Institute, Raj Soaps Industries, and companies like Akal Springs Ltd., Avon Cycles Ltd., and HDFC Bank, enriching their practical and professional knowledge. Moreover, the Computer Science department orchestrated

visits to prominent tech companies such as CS Soft Solutions Pvt. Ltd. and TOXSL Technologies.

- **Incubation Center: Beauty and Wellness Lab: Provides practical training in beauty and grooming.**

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

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

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

31

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

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

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

0

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

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

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

23

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year**

81

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

Extension activities were meticulously planned to instill awareness among students about pressing societal concerns. Among these, a visit to Fortis Hospital for a Health Talk on "Tips for Oral Health Hygiene" provided invaluable insights into healthcare challenges. The objective was to apprise students about the importance of oral hygiene and prevention of allergy, emphasizing the consequences of improper oral hygiene. Similarly, the engagement in the Anti-Drug Campaign empowered students to make informed decisions about substance abuse's detrimental effects. Organizing a Rally Against Plastic Use underscored the urgency of addressing environmental sustainability, while collaboration on the Milk Bag Recycling project promoted responsible consumption and waste segregation. Acquiring Bacteriological water testing kits from the Department of Microbiology, Punjab Agriculture University, Ludhiana, enhanced student's understanding of health-

related issues. EACH ONE TEACH ONE initiative promoted digital literacy within the broader community, fostering a sense of responsibility towards society. Additionally, interactive sessions discussing legal rights and aids available against Sexual Harassment and Domestic Violence ensured students were equipped to address critical issues effectively. Furthermore, an AIDS awareness quiz was held, enriching students' understanding of HIV/AIDS and promoting proactive measures for prevention and support. Through these multifaceted activities, students were educated about societal challenges and inspired to take proactive steps toward positive change, contributing to a more informed and socially responsible community.

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

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

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

10

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

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

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

28

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

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

883

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

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

34

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

3

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

KCW is having a green lush area of 14 acres of land equipped with excellent infrastructure having modern facilities and learning resources to excel in academics with its dynamic vision and strategic objectives. Annually extensive study is conducted to upgrade the existing infrastructure on the basis of inputs provided by Heads of the departments, lab-technicians, and system administrators considering course requirements, computer student ratio, working condition of the existing equipment and budget constraints. The institution has sufficient airy classrooms with proper lighting and good seating capacity with mounted white/black boards. There are total 250 computers having LAN and internet with 300 Mbps speed. The campus is Wi-Fi enabled. Commerce and Computers departments have been upgraded and other departments are in the process of up-gradation by adding smart boards and new IT enabled learning tools. The college has well-furnished library with textbooks, reference books, rare books, manuscripts and other facilities like e-books and e-journals. Infrastructure facilities and learning resources can be categorized as under:

- Learning resources include resources and infrastructure needed for library, laboratories, computer-centre, classroom teaching,

events, meetings and conferences.

- Support facilities like hostels, canteens, seminar halls, Auditorium and sports ground.

Utilities include safe drinking water, restrooms and power generators.

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

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

The resources are efficiently utilized by the institution to provide a balanced environment and uplift the students to excel in sports and extracurricular activities along with academics to ensure a holistic development of the students. Under the guidance of qualified and proficient coaches, students are excelling in various sports competitions at all levels inculcated the spirit of sportsmanship in them. The college provides adequate infrastructure for indoor and outdoor games. A gymnasium with modern equipments and a Weight Training Centre is there to facilitate the students. Annual athletic meet was organised on March 03-04, 2023. Our softball team scripted history by bagging Gold Medal in Inter College Softball competitions for three consecutive years. Our sports girls received cash prize of Rs. 1,29,000 in Khedan Vattan Punjab Diyan, 2022.

Cultural activities:

For the comprehensive development of the students and to foster cultural activities, an auditorium having modern style of architecture an open-air theatre and an open stage are used for holding various cultural events. Cultural Heritage Room of the college showcases the rich culture of Punjab creating interest in various heritage items. Efficient directors are hired to tap the potential of the students in various categories of competitions held at Zonal, Inter Zonal, University and National Levels.

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

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

32

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

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

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

575.446

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

4.2 - Library as a Learning Resource

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

For the smooth functioning of fully air-conditioned library Soul 2.0 is used. Library is Wi-Fi enabled having 6 sections -

Circulation section, Digital corner, Stack area, Reference section, Religion section and Reading Room for the users. The college library is partially-automated and user-friendly. The daily footfall of the students in the library is more than 200 for reading Books, Newspapers and Magazines, Issue-Return, Reference books Consultation and Internet Browsing. N-list facility allows access to more than 60,000 e-journals and 31,35,000 e-books. The OPAC facilitates the students and faculty members to access books by Subject, Author, Publisher, Accession no. and Title. Library has ever flourishing collection of 63,877 books, 29 journals, 5 e-books and 25 magazines in print along with CDs/DVDs, Rare books and Bound volumes. In the current session, 900 books have been added to the existing collection. Library also has the subscription of 13 Newspapers. Besides this students have access to various competitive books to prepare for competitive exams. Facilities like Circulation of Reading Materials, Reference and Information Services, Internet facility to access Digital Resources, Orientation for library users, Newspaper clippings service and Photocopy services are available to assist the students and faculty members.

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

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

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

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

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

4.49813

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)**4.2.4.1 - Number of teachers and students using library per day over last one year**

89

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

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

An efficient computer administrator maintains the IT infrastructure and ensures the smooth functioning of all the IT tools and resources made available to the college. The IT infrastructure is updated time to time according to the requirements provided by the relevant departments. The institute having total 220 computers connected with LAN with internet having 100 Mbps speed have been upgraded 250 computers having LAN of 300 Mbps speed. The Wi-Fi facility is provided by the institute. All programs and other applications are regularly updated before the validity expires. All software's are regularly updated to meet the demands of all the departments. Webcams, earphones, headphones and pen tabs are provided for the smooth functioning of online and practical courses. The monitors have been supplanted with LCDs/LEDs to ensure vision comfort. Scanners, Printers, Projectors, Photostat machines, UPS and CCTVs have been installed to ensure the smooth functioning of the institute. The Departments of Commerce and Computers have been upgraded having Wi-Fi-enabled classrooms and smart boards have been installed. According to the guidelines issued by the Panjab University, the IT infrastructure

to get the fees deposited online was upgraded.

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

4.3.2 - Number of Computers

250

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

575.446

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

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

A balanced budget is assigned every year for the smooth functioning of the college. An engineer is appointed by the managing committee to maintain all types of civil and electrical works along with construction projects in the college. Trained executive experts are also appointed to meet the in-house requirements while others are outsourced to suitable agencies. Innovative teaching-learning practices like LCD projectors, smart boards, etc. are encouraged to ensure optimum utilization of infrastructure and resources. State/Central Government also utilizes the infrastructure to conduct competitive exams. A proficient computer administrator administers the proper functioning of all the IT services available in the premises. Well qualified Laboratory Technicians/ System Administrators uses the infrastructure effectively. All the departments maintain and update the stock register for maintenance and minor repairs of furniture/fixtures etc. Write-off committee assists all the departments to write-off annually. All the facilities are upgraded regularly to meet the infrastructure requirements. Master timetable of the college makes the optimal utilization of infrastructure. Various faculty training programs are organized to keep the faculty members up-to-date with new technology. Various coaches are appointed to train and groom the potential players in the spacious playgrounds.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

72

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

222

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

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

A. All of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

313

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

313

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

98

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

407

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

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

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

21

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

5.3 - Student Participation and Activities

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

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

189

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

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

- Student Council in our college is really proactive and involved in fostering a positive environment in campus. From organizing various events to supporting social causes, they

seem to be making a significant impact. Council members helped the faculty in organizing and coordinating various college activities, awareness drives and intercollege events. Students represent themselves in Anti Ragging Cell also through Anti Ragging Squad assisting the cell to check anti ragging activities through surprise checks in the campus and hostel.

- Every year Student Council organizes a drive WE SHARE WE CARE in winters where-in daily need items and woollens are collected for poor and needy which are send to Neki Ki Dukan- an NGO, for further disbursement. This year also 65 council members participated in the drive from 19.10.2022 to 30.11.22.
- While collaborating with Electoral Literacy Club, Student Council encouraged students to exercise their voting rights and helped them to register for voter cards under the campaign "NOTHING LIKE VOTING-I VOTE FOR SURE" from 01-12-2022 TO 15-01-2023.
- Additionally, efforts to raise funds of Rs.5000 to further donate to "Netrahin Manvata Di Sewa Welfare Society" on 21-02-2023 showcase a sense of social responsibility among the council members. To inculcate moral values and ethics amongst young generation, council members organized Enlightening Rally on Sports Day(04-03-2023) wherein students marched with placards carrying slogans and quotes on Moral Values and Ethics.

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

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

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

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

5.4 - Alumni Engagement

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

Alumni Association of the college remained active throughout the year. On February 11, 2023, the corridors of KCW came alive as it opened its heart and doors for the alumni with a get together organized by the old students association under the title "Yaadgaar... a homecoming" at college campus. Esteemed personality Mr. Rohit Mehra, an IRS officer, Commissioner of Income Tax, Ludhiana, popularly known as Green-man of India, graced the event as chief guest. The executive members of the old students association were also honoured for their constant support and contribution towards the institute. The alumni shared their experiences and unforgettable moments of the good old days. The highlight of the event was KARINDAY, the musical band, mesmerising the audience with live performances.

The Association also organised Health Check-Up camp in collaboration with Rotary Club of Ludhiana Midtown and Inner Wheel Club of Ludhiana Midtown under the able guidance of PP Rtn. Rajan Kapur, R'anne Anju Kapur (Project Directors), Rtn. Inderbir Nanda (President of Rotary Club) and Ms. Jyoti Aggerwal (President of Inner Wheel Club) on 25th March, 2023. Dr. Sandeep Puri (Principal, DMC&H) was the chief guest. Doctors from Gynaecology, Dentistry, Diet Consultancy, Psychiatry, Medicine and Dermatology provided free consultancy to approximately 500 students and staff. Tests like blood sugar, haemoglobin, blood group, lung functioning etc. were also conducted free of cost.

This year rupees Two lakhs only (Rs.2,00,000) were disbursed from the Old Students Association fund for the payment of fee of needy

students.

File Description	Documents
Paste link for additional information	https://www.kcwludhiana.org/wp-content/uploads/2024/10/Alumni-Registration.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year D. 1 Lakhs - 3Lakhs (INR in Lakhs)

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The vision and mission of the college resound in the various institutional policies of the college. The institute has a set of well-defined policies of governance for the effective implementation and monitoring of its activities. An effective and well-formed leadership structure aims at academic excellence and the holistic development of the students. The principal, at the administrative helm, along with two elected staff representatives, actively take part in the meetings of the governing body of the college and put across teaching-learning, infrastructural issues, and various other dynamics. The Advisory Committee, comprising the majority of faculty members, outline various academic and administrative procedures. At the departmental level, the head of the department effectively steers the best array of work. The registrar's office (examination branch) formulates the academic calendar of the college after coordinating with the principal and various head departments. The Student Council, a representative body, engages in structured partnerships with teachers, students, and management. It plays an important role in promoting the aims and objectives of the college, besides bridging the gap between teachers and students. A power-packed gamut of committees (Advisory Committee, Admission Committee, Library Committee, Canteen Committee, Hostel Committee, etc.) facilitates the smooth functioning of the institute. Active participation of the Parents-

Teacher Association and Alumni Association facilitates effective quality enhancement and plays a pivotal role in materializing the vision and mission of the college.

File Description	Documents
Paste link for additional information	https://www.kcwludhiana.org/vision-mission/
Upload any additional information	No File Uploaded

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

The institute believes in participative management and follows the practice of decentralised leadership in its true sense, at all levels of administration. It has formed a strong structure to strengthen and improve the functioning in all three important spheres, viz. academics, administration, and extra-curricular activities. The practice of decentralisation and participative management is reflected in all the activities of the college, as it works in sync with all the stakeholders. The student council, a representative body of the college, engages in structured participation with teachers, students, and management and plays a significant role in the decision-making process.

Witness the essence of decentralization in action during the admission process, where a symphony of collaboration orchestrates a seamless journey. Every faculty member becomes a vital note in this harmonious composition, merging their expertise and dedication to sculpt an experience that transcends mere efficiency, elevating it to an inspiring work.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

A blueprint to accomplish the objectives is designed by developing a strategy in time with the vision and mission of the college.

Under the able guidance of the Principal, the staff ensures the effective deployment of the strategies along with it, IQAC has been instrumental to enhance the quality in all the arenas of academics, administration and curricular aspects.

Strategy:

- Online Admission Process

A well-planned strategy was made to sync with the technological advancement to serve the needs of the students. To ensure a hassle free admission procedure, Online Admission procedure is planned. The main objective behind this transition is to ensure transparency and accuracy in the process.

- Procedure and Outcome of Implementation:

For the effective deployment of the strategy of online admission procedure for all the streams, a complete guide was provided to the students on the college website in the form of a prospectus, which is a compendium of eligibility, criteria, subject combination, fee structure and all the important information required by the students. The students can check the merit lists of much sought after courses like B. Com, BBA and BCA on the college website. For smooth transactions, an online banking facility is also provided. The college website provides all the important information regarding various aspects of education. The award lists for practical examination and internal assessment are sent online to the university. The result records are digitally updated.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://kcwldhadmissions.ac.in/
Upload any additional information	View File

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

- The Management, the Principal, the teaching staff, the non-teaching staff and the students of the college comprise the organizational structure of the college.

- All the decision-making powers are held in the hands of the Management, which is completely backed up by the principal, to strive hard to cater to the needs of the staff and students.
- With the full support of the Head of the Departments, teaching faculty & non-teaching staff, the principal exerts her might for the smooth functioning of the institution.
- The Head of Department ensures the functioning by holding departmental meetings to inform and guide the staff members for various duties to be performed.
- For the effective planning and implementation of programmes like teaching, learning, academic administration, curricular & extra-curricular activities, meetings are held by the staff council at regular intervals.
- To enhance and maintain the quality standards college has an Internal Quality Assurance Cell (IQAC)
<https://www.kcwludhiana.org/iqac/>
- The Student Council plays a pivotal role to address the issues related to students and organising various extension activities through cultural and academic activities.<http://www.kcwludhiana.org/student-support-facilities/#d6>
- For planning, development and implementation of academic, administrative and extra-curricular activities for ensuring activity-based learning, various clubs and committees have been created in college like - Anti Ragging Cell, Grievance Redressal Cell, Youth Club, Placement Cell, Red Ribbon Cell, Eloquence Club, Counselling Cell. Each Club.<http://www.kcwludhiana.org/student-support-facilities/>

File Description	Documents
Paste link for additional information	https://www.kcwludhiana.org/student-support-facilities/
Link to Organogram of the institution webpage	https://www.kcwludhiana.org/
Upload any additional information	View File

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

B. Any 3 of the above

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

6.3 - Faculty Empowerment Strategies

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

Teaching

- The regular staff is provided with facilities like Annual Increment, Provident Fund, Gratuity, Dearness Allowance, Medical Allowance, House Rent Allowance, Casual Leaves, Medical Leave, Maternity Leave, Earned Leave, PF Loan, etc.
- Duty leave is also given to the faculty for attending seminars/ conferences/Workshops orientation courses/ Refresher courses/ Summer Schools/ Winter schools, etc. and for performing university Evaluation duties, etc.
- Residential accommodation is available for the college principal on campus.
- Working Women Hostel with 12 residential flats for teaching faculty are available
- Computers, WiFi facility, ICT tools and techniques are made available to the teachers to facilitate teaching and research work
- General health checkup camps are organised. Medical specialists, viz., Dermatologists, dieticians, gynaecologists, and other specialists, are invited from time to time to create awareness of various medical and health issues.
- Training Workshops, Seminars and expert talks are organised to assist the professional development of the faculty.

Non-teaching

- Fee Concessions and books are given to the wards of the non-teaching staff taking admission in the college
- Residential accommodation within the campus is provided to the class IV employees of the college
- A free uniform is provided to the class IV employees.
- ESI medical facilities are provided. The facility for loans against provident funds is available to staff.
- Maternity leave is given to female employees of the college.
- Free workshops are organised to enhance the knowledge and working skills of the non-teaching staff.

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

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

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

0

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

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

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

167

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

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

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

130

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

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

Response: An efficacious appraisal system has been adopted by the college to evaluate the performance of teaching as well as non-teaching staff. The appraisal form, designed as per university guidelines, enables the teachers to assess their personal and

professional growth (paper presentations, seminars, conferences, and publications). It is a significant tool for the career advancement of teachers, as it provides constructive feedback and encourages the teachers to upgrade their knowledge and skills in order to derive maximum benefits. Students are also given an opportunity to provide feedback of teachers. A questionnaire is framed to elicit responses on certain parameters such as teachers' communication skills, work ethics, subject knowledge, discipline, etc. These forms are then analysed by the IQAC and suggestions are made in order to enhance the teaching and learning process. Non-teaching staff is also analysed on the basis of their performance. The superintendent of the administration office prepares grades on the working capacity and capability, knowledge and skills, manners, and mode of working of the employees. The class IV employees are also observed for qualities like honesty and integrity, punctuality, and devotion towards duty. Corrective measures are taken to bring quality and improvement in performance of the employees.

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

6.4 - Financial Management and Resource Mobilization

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

Response:

The college follows the practice of conducting regular financial audits in order to ensure financial compliance. The internal auditor's team audits and verifies the income and expenditure of the college including payments, receipts, vouchers of cash transactions and ledgers. Yearly accounts of the college are audited by an internal auditor (a qualified chartered accountant) appointed by the college Managing Committee. The CA (R. Gupta and Co.) along with his team audits the annual income and expenditure statement along with balance sheet of the college which is duly signed by him. The auditor ensures that all payments are duly authorized after the audit, and the report is sent to the management for review. The audit teams perform an audit of the financial statements of the college. In the event of any

discrepancy, it is brought to the attention of the superintendent of accounts and the department of accounts. All these mechanisms exhibit the transparency being maintained in financial matters and adherence to financial discipline to ensure the proper utilisation of funds of the institution at all levels. The audited statement is duly signed by the authorities of the management and chartered accountant.

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

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

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

Nil

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

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

Response:

The college follows a well-defined strategy for mobilising the funds for its various activities. These mobilised funds are utilised optimally as per the direction of UGC.

The major sources of funds are:

- As the college is a grant-in-aid institution so, 95% of grants (salary only) are received from Punjab government.
- Fees from students
- The annual budget is prepared by the accounts department of

the college, on the basis of which the funds are optimally utilized for:

- Salary and other facilities for teaching and non-teaching staff
- Development of infrastructure
- Maintenance of Building of the institution
- Gratuity and other retirement expenses
- Office stationery
- Youth festival and other cultural and academic activities.
- Procurement of books for the library
- Procurement of various software required for the course curriculum
- Other miscellaneous expenses.
- For each and every financial transaction, proper permission is taken from the treasurer, Khalsa Dewan/ Principal of the college.

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

6.5 - Internal Quality Assurance System

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

- The college's Internal Quality Assurance Cell (IQAC) has introduced certification courses to enhance job readiness. Courses include Website Designing with Bootstrap (71 students), Python Programming (37), Digital Marketing (27), WordPress (27), and Adobe Illustrator (25). The Commerce department offered Excel (32), Computer Aided Accounting (25), and Branding & Social Media Marketing (36). The Business Management department provided GST Filing and Practice (25). Additionally, the Employability Skills Training Programme supported 90 students, cumulatively benefiting over 300 students this year.
- The college's mental health initiatives included the KCW Counselling Cell's Suicide Prevention Day, drawing 150 students with a dramatic presentation.
- The IQAC cell and the Department of Computer Science at our institution are dedicated to promoting digital education. Through initiatives like I-Connect and E-Vidya, 129 underprivileged school girls gained digital skills. The Surf

Smart Drive educated 149 students on social media risks.

- To enhance sustainability and educational infrastructure, the college invested significantly. A total of Rs.3,471,815 was allocated for sustainable technologies, including Rs.2,939,729 for a Solar Grid system and Rs.532,086 for Rainwater Harvesting. Additionally, Rs.35,911,876 was spent on campus improvements: Rs.21,324,782 upgraded computer systems and facilities, and Rs.11,115,279 enhanced hostel accommodations and sports facilities.
- IQAC has enhanced experiential learning across various departments, involving 135 Computer Science, 105 BCA, 9 Biotechnology, 137 Physics, and other students in practical experiences.

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

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

Response: The institution consistently reviews its teaching-learning processes and methodologies to ensure quality enhancement and alignment with educational goals. To strengthen classroom delivery, ICT-enabled tools like Interactive Flat Panels (IFPs) have been installed in B.Com and BCA departments, promoting interactive sessions and active student participation through real-time annotations, quizzes, and multimedia content.

Students are systematically categorized into slow and advanced learners based on academic performance, with customized strategies such as bridge courses, remedial classes, and additional mentoring sessions implemented to support their learning needs. Regular intra-departmental activities and guest lectures by industry experts are organized to provide practical exposure.

Additionally, new certification courses in digital marketing, Python programming, and GST filing have been introduced to enhance student employability. Workshops and mock interviews are conducted by the Placement Cell to build job-readiness skills. Structured

feedback from students and faculty is utilized to continuously refine the teaching-learning framework, resulting in incremental improvements and better learning outcomes. Faculty development programs focused on innovative pedagogical techniques are conducted to keep teaching practices aligned with contemporary educational standards.

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

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.kcwludhiana.org/wp-content/uploads/2024/10/annual-report-2022-23.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The premise of working towards gender equity resonates in the basic tenets expounded by the institution. Our Annual Gender Sensitization Plan lays down a basic framework for various

stakeholders to plan diverse co-curricular activities to provide an equitable mindset and a skillset.

There are various subjects and courses in the curriculum that amalgamate the basic spirit of empowerment in the students and make them cognizant and gender sensitive. There is provision for a safe and nurturing environment- the mighty boundary walls and CCTV surveillance for physical safety, along with a Counselling Cell to help deal with emotional tribulations and consolidation of mental strength to deal with real-life challenges smoothly and efficiently besides broadening horizons for inculcating positive Mental Health practices. The Common Rooms, various seating and resting spaces in the gardens along with the vast environs of the Open-Air Theatre provide a space not only for the rejuvenation of tired minds and bodies but also a platform for interaction and mingling of thoughts and ideas -rejuvenating the students to consolidate their knowledge and learning. The detailed info-boards and Sun-boards provide a beautiful depiction of awareness about Gender Equity and the premise that our world is a better place when all people are accepted for their talents, skills, and abilities, regardless of gender.

File Description	Documents
Annual gender sensitization action plan	https://www.kcwludhiana.org/wp-content/uploads/2024/10/Annual-gender-sensitisation-plan-7.1.1.jpg
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.kcwludhiana.org/wp-content/uploads/2024/10/SPECIFIC-FACILITIES-PROVIDED-FOR-WOMEN-7.1.1.pdf

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

A. 4 or All of the above

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

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

The campus manages various types of solid waste, including biodegradable, non-biodegradable, electronic, and plastic waste. Approximately 100 kg of biodegradable waste, comprising horticulture and food waste, is generated daily. Horticulture waste is converted into manure through manure pits on campus, serving as fertilizer. Color-coded dustbins facilitate proper waste segregation, with students and staff educated on waste management practices.

The library subscribes to e-journals and e-books to minimize paper waste, while prints and photocopies are made on both sides to reduce consumption. Office paper waste is sold to a recycling company for the production of envelopes and packaging materials. Non-biodegradable waste is disposed of according to university regulations, and municipal authorities handle collection.

Stringent measures are in place to curb plastic usage, with single-use plastic banned on campus. The canteen employs paper plates and wooden utensils instead of plastic cutlery. E-waste was collected and sent to Cosmos Re-cycling, ensuring proper recycling or disposal. In the 2022-23 session, 865 kg of electronic waste was disposed of in an eco-friendly manner.

The college remains committed to sustainable waste management practices, promoting environmental consciousness among its members and contributing to a cleaner, greener future.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

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

A. Any 4 or all of the above

system in the campus

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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

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

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms.

Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment

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

A. Any 4 or all of the above

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

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

It is a known fact that higher education institutes not only comprise of built environments like classrooms but also of learning and social environments where students from various social and diverse backgrounds participate and become productive and responsible citizens of the country.

This institution abides by its basic tenet of universal inclusion and well-being -Welfare of All or Sarbat da Bhalla. Transparency through full adherence to rules and regulations ensures the creation of an environment of equality, respect, and dignity through the effective inclusion of cultural, regional, linguistic, communal, socioeconomic, and other diversities right from the initial admission process to various succeeding administrative and academic decisions. Financial assistance to socio-economically disadvantaged students like scholarships, fee waivers, and payment through easy installments along with other measures like the provision of books through Book Banks and various informal initiatives by Alumni pave the way for equity. Students from disadvantaged educational backgrounds benefit from Bridge courses in the initiating semesters.

Special efforts are invested in making buildings and facilities like wheelchair accessible and disable friendly. The Counselling Cell provides special awareness drives for dispelling discriminating attitudes and sensitization for mental and physical disabilities. Special needs of the students are catered to through remedial classes or provision of scribes in examinations. An extra effort is made to ensure that learning objectives cover cognitive, affective, and psychomotor domains. Moreover, there are multiple options for students to demonstrate learning (e.g. assignments that are writing-based, problem-based, etc.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

The college aspires to promote the inculcation of our constitutional rights, duties, values, and responsibilities in an endeavor to ensure a generation of responsible citizens. Value orientation, an integral part of our basic mission and vision is woven through various curricular and extra-curricular aspects. Students are encouraged to exercise their fundamental freedoms with a clear understanding of duties too.

There are specific elective courses that provide an in-depth

insight into the fundamental spirit of the Indian Constitution and the dogmas of our social structure and values. Certain Topics like Environment Studies, Violence against Women and Children, Road Safety, and Drug Abuse have been incorporated into the curriculum as compulsory for students of all streams.

The Student Council exemplifies the adage of responsibility and discipline. Democratic values and open membership to all students is preached and practiced through Legal Literacy Club, Electoral Club, Women’s Cell, Eco Club, Traffic Club, Red Ribbon Club, Rotaract Club and Red Cross Society, Anti-Ragging Cell, Value Education Committee, and many more.

Multifarious activities, seminars, workshops, and experiential learning events help inculcate constitutional values among the students. Other endeavors like Morning assembly, Value-Thought Board, display boards, and e-brochures.

The College was awarded “Harbinger of Humanity Award” in appreciation of the active participation of the college in conducting the "International Humanity Olympiad 2022" - an Exam of Excellence in Values of Humanity, Morality and Ethics organized by Satyug Darshan Trust (Regd.)

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.kcwludhiana.org/wp-content/uploads/2024/10/Sensitisation-of-students-on-Values-and-Rights-7.1.9.pdf
Any other relevant information	https://www.kcwludhiana.org/wp-content/uploads/2024/10/harbinger-of-humanity-award-7.1.9.pdf

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

A. All of the above

4. Annual awareness programmes on Code of Conduct are

organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

The institution recognizes the importance of national and international commemorative days, events, and festivals as expressive platforms to honor our rich heritage and culture, while also embracing universal perspectives and traditions. These occasions serve as poignant reminders of pivotal events, movements, or influential figures, urging us to reflect on the past and envision a brighter future.

Days like Independence Day, Republic Day, and Constitution Day instill values of patriotism and underscore the importance of upholding good citizenship behavior to safeguard our sovereignty. Similarly, events like Women's Day, Mother's Day, and Girl Child Day champion gender equity and empower us to strive for a more equitable future.

Commemorating the Jayanti days of renowned leaders and philosophers serve as catalysts for positive societal change, shaping our social and cultural mindset. Specific days dedicated to addressing physical and mental health issues, such as Cancer Day and World Mental Health Day, encourage youth to embrace a healthy lifestyle.

Festivals and seasonal celebrations provide opportunities for spiritual enlightenment and foster a sense of unity amidst linguistic and cultural diversity. Environment days not only promote sustainable development but also inspire an attitudinal shift towards living in harmony with our surroundings.

These celebrations contribute to the culture of holistic

education, instilling in students the essence of each day and event they observe or participate in.

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

7.2 - Best Practices

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

Best Practice-1

"Harnessing 4-H for the 6 Cs of Development"

4-H:Head, Heart, Hands and Health for

6-Cs:Competence &Character, Caring & Connection, Confidence and Contribution

Goals

Augmenting dimensions of 4-H for 6Cs of development to help transform students into fully functional individuals who commiserate with and contribute to their living and non-living surroundings.

Head, the cognitive dimension for Competence and Character;

Hands: psychomotor dimension for Confidence;

Heart: affective and relational dimension for Caring and Connection;

Health: mental and physical dimensions to optimize Contribution

Context

This program aims to apply the holistic, intergraded, and

experiential approaches which are also the objectives of contemporary education.

Best Practice II

PETAL-Program for Excellence in Teaching and Learning

Goal

To create engaging and inclusive learning environments for the students.

Fostering a community of Scholarly teachers focused on academic success and capacity building.

To integrate pedagogical best practices; design and deliver effective, inclusive information-an amalgamation of excellence in teaching and learning situations

Context

Since education is both a training of minds and souls, it should give both knowledge and wisdom. Thus, it is imperative that a seat of higher education should provide amicable opportunities, facilities and tools for the throughput of factual knowledge and exposure so as to enable the metamorphosis of these facts into rational action-taking potential.

File Description	Documents
Best practices in the Institutional website	https://www.kcwludhiana.org/igac-2022-23/
Any other relevant information	<u>Nil</u>

7.3 - Institutional Distinctiveness

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

KCW has a state-of-the-art infrastructure and lush green surroundings that provide a scientific ambience for students to assimilate knowledge and skills. A rich tapestry of programmes and courses ranging from traditional to professional and vocational not only provides subject-specific knowledge and skills but also

generic competencies.

The institution is a leader in women's empowerment and has made its mark in the community. The onus is to strengthen and enrich the very fabric of society through empowered and enlightened women.

It is committed to ushering in a new society where justice and human values prevail in inclusive learning environments. The focus here is not on just preparing an educated workforce but also an informed citizenry which is the basic premise for nation-building. Value Added and Skill Enhancement courses along with specific workshops and internships equip the students with employability and entrepreneurship skills.

The dedicated faculty and staff enhance the organizational climate of the institution. The administrative structure aims to realize the institution's vision and mission through a proactive IQAC at the helm. An amalgamation of Best Practices provide a pragmatic ambience for providing life skills and promoting holistic growth, ensuring an equitable and sustainable future for all.

The institution strives to produce confident and rational agents of social change who are committed to giving back to society by displaying social responsibility towards the community and the environment.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Khalsa College for Women, Ludhiana, a college affiliated to the Panjab University, Chandigarh, adopts the syllabus charted out by the university itself. An efficacious curriculum delivery is guaranteed with the help of well-thought-out strategies. In addition to the regular, university ordained academic courses, the college also offers an extensive range of value-added and vocational skills through courses like Animation and Graphics, Travel and Tourism Management, Computer based Applications, Communicative English and multifarious 30-hour certificate courses. The timetable committee, in close association with the heads of respective departments, chalk out the class wise timetables well ahead of the commencement of each semester. Based on the specializations and expertise of the teachers, papers/subjects are allotted to them. Continuous evaluation and assessment are carried out throughout the year by giving rigorous assignments and conducting mid-semester tests and final exams. For the smooth and successful transmission of curricula, ICT based teaching tools like ppts, video lectures, educational software's and resources complement the traditional teaching methodologies. A plethora of workshops, seminars, conferences, interdisciplinary activities, and events are organized to disseminate comprehensive knowledge amongst students. Faculty members are increasingly encouraged to attend orientation sessions and refresher courses organized by various universities. The IQAC incessantly focuses on the effectiveness of the curriculum delivery by studying and analyzing reports submitted by various concerned committees.

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

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

Khalsa College for Women, Ludhiana, is a constituent college of Panjab University, Chandigarh, and resultantly follows the academic calendar issued by the university. The calendar vividly elucidates a pragmatic schedule of teaching, examination, semester break, and vacations. The college formulates its academic schedule accordingly, adhering to the academic calendar, allocating lectures to subject teachers according to the painstakingly drafted timetable. The schedule tentatively hints at the prospective time for internal exams, which, when conducted, follow a transparent and unbiased approach to the method of evaluation. Internal assessment of students is calculated and prepared on the basis of their attendance, performance in the internal exams, and participation in the academic and para-academic activities. Continuous internal evaluation is conducted by informing students in advance about the deadlines for assignment submissions, class test dates, and their final assessment marks. In an attempt to consistently provide wholesome education and training to the students, various workshops, short-term courses, project work, and field activities are also arranged according to the academic calendar. Practical exams are also carried out within the time frame issued by the University and results are prepared and uploaded on the university website as per the schedule.

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

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

B. Any 3 of the above

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

1.2 - Academic Flexibility

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

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

9

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

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

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

10

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

849

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

1.3 - Curriculum Enrichment

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

The college, being affiliated to the Panjab University, Chandigarh adheres to the curriculum prepared by the parent university and most of the curricula attempt to incorporate issues relevant to professional ethics, gender, human values, environment and sustainability. The curriculum laid out for the Humanities critically focuses on issues pertaining to gender equality, sustainable development, human values ranging from justice, rights and duties to social responsibility, liberty, minority rights and marginalization of certain castes. The curriculum of the Sciences caters to spreading awareness regarding crucial issues related to the environment, global warming, deforestation, sustainability, etc. Topics related to fair pricing, professional ethics, and healthy competition are dealt with in the curriculum of Commerce and Management streams. Numerous committees, clubs, and cells in the college sensitize the students pertaining to these cross-cutting issues through their integrated programmes and activities. Various practices in the college like donation drives, Gur upurab celebration, daily morning prayer and visits to orphanages and old age homes make an attempt to imbibe human values amongst the students. A separate paper on Environment, Road Safety Education, and Violence against Women and Children is an invaluable part of the curriculum of all undergraduate students.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year**15**

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

1.3.3 - Number of students undertaking project work/field work/ internships**702**

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

1.4 - Feedback System

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	https://www.kcwludhiana.org/igac-2022-23/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.kcwludhiana.org/igac-2022-23/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1224

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

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

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

816

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

2.2 - Catering to Student Diversity

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

The College has a team of well-qualified, dedicated and performance-driven faculty. The faculty comprehends the needs of the students in terms of their knowledge and skills beforehand.

Identification of Slow Learner & Advanced Learner:

- At the time of admission the first-year students, their 12 th class percentage is considered.
- The profiles of the students are also sketched from the students' files prepared by the College Administrative Office and from previous examination or College house test.
- Periodic assessment by assignments, snap tests, class ppts, Group Discussions driven activities and Cumulative assessment by Mid-semester tests, term projects, viva-voce and internships.
- One to one interactive session are conducted with the help of Tutorial lectures on Wednesdays of every week to know the limitation of each student.

Programs for Slow Learners

- Student's doubts are cleared time to time during classroom sessions.
- Easy study materials, referral question papers, ppts and videos of recorded lectures are shared.
- Previous year question papers, paper pattern are shared.
- Concepts are taught in simplified language and practical examples are depicted. Tutorials and remedial classes are held.

Programs for Advanced Learners

- Referred to some extra reference books, study and

research material.

- Group discussions, debates, guest lectures, seminar competitions are organized.
- Library resources in the form of Blogs, E-books, pdfs are made accessible.
- Coaching for Competitive exams is provided by Career Coaching Cell.
- Encouraged to participate in workshops and conferences related to their discipline.

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

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

Number of Students	Number of Teachers
3258	138

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

The college emphasizes on student-cantered, personalised, competency-based, and non-traditional classroom style teaching. Students take responsibility for their own learning and collaborate to foster each other's development. The college offers a theory-to-practice mode of teaching to make learning engaging, experiential and holistic.

Experiential Learning: This includes the application of CAAR technique that covers Conceptualize, Apply, Act and Reflect methodologies. It includes laboratory sessions, hands-on training through the conduct of workshops, add-on courses from many online platforms, value-added courses, and industrial and educational field trips and visits.

Participative Learning: This is imparted by making study

groups; giving group project assignments; organizing group discussions/debates on prescribed topics; involving students in planning and organizing department-level seminars, conferences, workshops and educational festivals. Classroom activities like ppts, quizzes, case studies and group projects are also being conducted time to time. Students also participate in a number of extracurricular activities sponsored by the university, colleges, and other clubs at the college level. Numerous clubs also organise a variety of activities centred on skill development, life skills, personality development, as well as artistic and cultural activities to promote the holistic development of the learner.

Problem Solving Methodologies: Problems related to academics are seen through remedial classes; psychological problems of the students are look after through the College Counselling Cell which organizes seminars, group discussions and individualized one-on-one counselling sessions. Clubs like youth club, gardening and eco club, NCC, NSS, EBSB deal with the socio-economic and environmental problems.

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

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

In order to make the teaching learning process more dynamic and interesting, faculty members undergo thorough training of various digital tools.

The college's Information and Knowledge Acquisition Center (IQAC) offers various courses to increase practical understanding of online teaching.

Emphasis on teachers updating their skills by attending seminars and workshops on ICT.

A wide variety of ICT tools and resources are provided. Equipment's such as computers, laptops, projectors, digital cameras, webcams, printers, scanners, headphones, microphones/speakers, and other multimedia playback and storage

devices, interactive whiteboards, pentabs, the internet, Wifi, and LAN, and various software applications such as word processors, multimedia editors, database managers, and presentation designers are all examples.

The library's extensive collection of electronic resources can be accessed through the INFLIBNET network. All accessible Massive Open Online Course (MOOC) platforms are being utilized.

Teachers use online education materials, social networking sites, and blended learning platforms like Google Classroom.

Teachers share reading materials, short notes, eBooks over different media like Google Classroom, E-Mail, College Portal, Blogs, WhatsApp, etc.

Social media platforms like WhatsApp and Telegram are used to connect with students individually and collectively beyond the classroom for giving extra information and support to students.

The PPTs are enabled with animations and simulations to improve the effectiveness of the teaching-learning process. The faculty members are combining technology with traditional mode of instruction to engage students in long term learning.

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

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

2.3.3.1 - Number of mentors

133

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

2.4 - Teacher Profile and Quality

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

140

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

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

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

32

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

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

2.4.3.1 - Total experience of full-time teachers

1234	
File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File
2.5 - Evaluation Process and Reforms	
2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.	
<p>The Internal Assessment for the semester examinations for all undergraduate and post graduate examinations (Theory and practical) for all subjects is submitted online as per the guidelines to the Panjab University Chandigarh twice a year.</p> <p>The internal Assessment is prepared as follows:</p> <p>Mid-Semester Test-50%</p> <p>Academic Activities-30%</p> <p>Attendance-20%</p> <p>The internal assessment is displayed on the notice board for the students to check, thus making the process transparent and robust.</p>	
File Description	Documents
Any additional information	View File
Link for additional information	Nil
2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient	
<p>The institute has created an effective procedure for dealing with examination-related issues that is transparent in nature and provides for timely resolution of grievances. When conducting internal and semester-end examinations, the college rigorously follows the standards and procedures set out by the Panjab University. The mid semester tests were conducted twice</p>	

in the session 2022-23 with proper date sheet for all the under graduate and post graduate classes in the college.

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

2.6 - Student Performance and Learning Outcomes

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

Khalsa College for Women, Civil Lines, Ludhiana aims at quantitative measurement of Course outcomes with the help of assessment techniques which involve continuous internal evaluation by midsemester tests, class tests, quizzes, seminars, presentations, assignments and laboratory sessions. The courses are taught to the students by various teaching methodologies like class room teaching, laboratory experiments, seminar and projects in their respective programmes. The mid-semester question paper is designed wherein each question is mapped to a CO and its corresponding PO. The attainment of COs is evaluated using the existing student data from the mid-semester and class test results, quizzes and laboratory sessions. The assessment method adopted to measure the attainment of POs is based on the marks of each COs for each student. The indirect method represents a part of Program Outcome is purely survey oriented in which calculations are based on data and surveys collected from the Current passing out students, Stakeholders, Alumni, Survey from placement officers etc.

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

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

The curriculum, completion of the syllabus, internal Assessment, setting up of the question paper, evaluation, and result are all used to assess the course outcomes. At the departmental level, department heads and teachers working in any class, work hard to finish the courses on time. To guarantee that students participate in class, the mandatory attendance of 75% is adhered to in order to qualify for writing the course examinations. Attendance is also linked to grades. Tests, quizzes, written assignments, paper presentations, oral presentations, field projects, and other forms of continual evaluation are used. Every course's end-of-semester assessment is based on a three-hour written exam, the question paper of which is supposed to evaluate the student's understanding of every unit allotted for study. The achievement of programme course is assessed at the postgraduate and undergraduate levels by students' advancement to further education in any higher educational institution in India or overseas. The placement of students in corporations and institutions is another indicator of achievement.

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

2.6.3 - Pass percentage of Students during the year

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

1124

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

2.7 - Student Satisfaction Survey

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

<https://www.kcwludhiana.org/igac-2022-23/>

RESEARCH, INNOVATIONS AND EXTENSION**3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

Nil

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**3.1.2.1 - Number of teachers recognized as research guides**

Nil

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

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

Nil

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

3.2 - Innovation Ecosystem

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

- **Industry-Academia Interaction:'I-connect':** A week-long program from November 2 to November 7, connecting students with industry experts through workshops and sessions focused on digital marketing, interactive graphics and animation, and 3D animation for product visualization.
- **Entrepreneurial and Creative Showcases:** Initiatives led by departments like Computer Science, Commerce, Management, Botany, Home Science, and Fashion Designing feature a variety of student talents. Events such as 'Queen of Sales', 'Komerccio Fete', and 'Excalibur Entrepreneurship' highlight these efforts.
- **Research and Academic Support:** The institution offers guidance on dissertation and report writing, and hosts a one-day National Seminar that received a grant of Rs 22,727 from DCDC, enhancing academic credibility and institutional support.
- **Skill Development and Professional Training:** Courses and workshops such as MS Excel, financial data analysis, tally software and GST, graphic designing, video editing, business analytics and cyber security Branding, Social Media Marketing, cybersecurity, graphic ,Knitting and crocheting, hair care, nail art and beauty and makeup are strategically designed to enhance employability and technical skills.
- **Field and Industrial Visits:** Students from the Biotechnology, Computer science, Chemistry, and Commerce departments engaged in hands-on learning through visits to the Central Research Institute, Raj Soaps Industries,

and companies like Akal Springs Ltd., Avon Cycles Ltd., and HDFC Bank, enriching their practical and professional knowledge. Moreover, the Computer Science department orchestrated visits to prominent tech companies such as CS Soft Solutions Pvt. Ltd. and TOXSL Technologies.

- **Incubation Center: Beauty and Wellness Lab:** Provides practical training in beauty and grooming.

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

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

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

31

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

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

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

0

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

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

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

23

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

81

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

Extension activities were meticulously planned to instill awareness among students about pressing societal concerns.

Among these, a visit to Fortis Hospital for a Health Talk on "Tips for Oral Health Hygiene" provided invaluable insights into healthcare challenges. The objective was to apprise students about the importance of oral hygiene and prevention of allergy, emphasizing the consequences of improper oral hygiene. Similarly, the engagement in the Anti-Drug Campaign empowered students to make informed decisions about substance abuse's detrimental effects. Organizing a Rally Against Plastic Use underscored the urgency of addressing environmental sustainability, while collaboration on the Milk Bag Recycling project promoted responsible consumption and waste segregation. Acquiring Bacteriological water testing kits from the Department of Microbiology, Punjab Agriculture University, Ludhiana, enhanced student's understanding of health-related issues. EACH ONE TEACH ONE initiative promoted digital literacy within the broader community, fostering a sense of responsibility towards society. Additionally, interactive sessions discussing legal rights and aids available against Sexual Harassment and Domestic Violence ensured students were equipped to address critical issues effectively. Furthermore, an AIDS awareness quiz was held, enriching students' understanding of HIV/AIDS and promoting proactive measures for prevention and support. Through these multifaceted activities, students were educated about societal challenges and inspired to take proactive steps toward positive change, contributing to a more informed and socially responsible community.

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

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

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

10

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

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

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

28

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

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

883

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

3.5 - Collaboration	
3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year	
3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year	
34	
File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File
3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year	
3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year	
3	
File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File
INFRASTRUCTURE AND LEARNING RESOURCES	
4.1 - Physical Facilities	
4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.	
KCW is having a green lush area of 14 acres of land equipped with excellent infrastructure having modern facilities and learning resources to excel in academics with its dynamic	

vision and strategic objectives. Annually extensive study is conducted to upgrade the existing infrastructure on the basis of inputs provided by Heads of the departments, lab-technicians, and system administrators considering course requirements, computer student ratio, working condition of the existing equipment and budget constraints. The institution has sufficient airy classrooms with proper lighting and good seating capacity with mounted white/black boards. There are total 250 computers having LAN and internet with 300 Mbps speed. The campus is Wi-Fi enabled. Commerce and Computers departments have been upgraded and other departments are in the process of up-gradation by adding smart boards and new IT enabled learning tools. The college has well-furnished library with textbooks, reference books, rare books, manuscripts and other facilities like e-books and e-journals. Infrastructure facilities and learning resources can be categorized as under:

- Learning resources include resources and infrastructure needed for library, laboratories, computer-centre, classroom teaching, events, meetings and conferences.
- Support facilities like hostels, canteens, seminar halls, Auditorium and sports ground.

Utilities include safe drinking water, restrooms and power generators.

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

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

The resources are efficiently utilized by the institution to provide a balanced environment and uplift the students to excel in sports and extracurricular activities along with academics to ensure a holistic development of the students. Under the guidance of qualified and proficient coaches, students are excelling in various sports competitions at all levels inculcated the spirit of sportsmanship in them. The college provides adequate infrastructure for indoor and outdoor games. A gymnasium with modern equipments and a Weight Training Centre

is there to facilitate the students. Annual athletic meet was organised on March 03-04, 2023. Our softball team scripted history by bagging Gold Medal in Inter College Softball competitions for three consecutive years. Our sports girls received cash prize of Rs. 1,29,000 in Khedan Vattan Punjab Diyan, 2022.

Cultural activities:

For the comprehensive development of the students and to foster cultural activities, an auditorium having modern style of architecture, an open-air theatre and an open stage are used for holding various cultural events. Cultural Heritage Room of the college showcases the rich culture of Punjab, creating interest in various heritage items. Efficient directors are hired to tap the potential of the students in various categories of competitions held at Zonal, Inter Zonal, University and National Levels.

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

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

32

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

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

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

575.446

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

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

For the smooth functioning of fully air-conditioned library Soul 2.0 is used. Library is Wi-Fi enabled having 6 sections - Circulation section, Digital corner, Stack area, Reference section, Religion section and Reading Room for the users. The college library is partially-automated and user-friendly. The daily footfall of the students in the library is more than 200 for reading Books, Newspapers and Magazines, Issue-Return, Reference books Consultation and Internet Browsing. N-list facility allows access to more than 60,000 e-journals and 31,35,000 e-books. The OPAC facilitates the students and faculty members to access books by Subject, Author, Publisher, Accession no. and Title. Library has ever flourishing collection of 63,877 books, 29 journals, 5 e-books and 25 magazines in print along with CDs/DVDs, Rare books and Bound volumes. In the current session, 900 books have been added to the existing collection. Library also has the subscription of 13 Newspapers. Besides this students have access to various competitive books to prepare for competitive exams. Facilities like Circulation of Reading Materials, Reference and Information Services, Internet facility to access Digital Resources, Orientation for library users, Newspaper clippings service and Photocopy services are available to assist the students and faculty members.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil
4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	B. Any 3 of the above
File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File
4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)	
4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)	
4.49813	
File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File
4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)	
4.2.4.1 - Number of teachers and students using library per day over last one year	
89	

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

4.3 - IT Infrastructure

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

An efficient computer administrator maintains the IT infrastructure and ensures the smooth functioning of all the IT tools and resources made available to the college. The IT infrastructure is updated time to time according to the requirements provided by the relevant departments. The institute having total 220 computers connected with LAN with internet having 100 Mbps speed have been upgraded 250 computers having LAN of 300 Mbps speed. The Wi-Fi facility is provided by the institute. All programs and other applications are regularly updated before the validity expires. All software's are regularly updated to meet the demands of all the departments. Webcams, earphones, headphones and pen tabs are provided for the smooth functioning of online and practical courses. The monitors have been supplanted with LCDs/LEDs to ensure vision comfort. Scanners, Printers, Projectors, Photostat machines, UPS and CCTVs have been installed to ensure the smooth functioning of the institute. The Departments of Commerce and Computers have been upgraded having Wi-Fi-enabled classrooms and smart boards have been installed. According to the guidelines issued by the Panjab University, the IT infrastructure to get the fees deposited online was upgraded.

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

4.3.2 - Number of Computers

250

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

575.446

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

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

A balanced budget is assigned every year for the smooth functioning of the college. An engineer is appointed by the managing committee to maintain all types of civil and electrical works along with construction projects in the college. Trained executive experts are also appointed to meet the in-house requirements while others are outsourced to

suitable agencies. Innovative teaching-learning practices like LCD projectors, smart boards, etc. are encouraged to ensure optimum utilization of infrastructure and resources. State/Central Government also utilizes the infrastructure to conduct competitive exams. A proficient computer administrator administers the proper functioning of all the IT services available in the premises. Well qualified Laboratory Technicians/ System Administrators uses the infrastructure effectively. All the departments maintain and update the stock register for maintenance and minor repairs of furniture/fixtures etc. Write-off committee assists all the departments to write-off annually. All the facilities are upgraded regularly to meet the infrastructure requirements. Master timetable of the college makes the optimal utilization of infrastructure. Various faculty training programs are organized to keep the faculty members up-to-date with new technology. Various coaches are appointed to train and groom the potential players in the spacious playgrounds.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

72

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

222

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

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

A. All of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

313

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

313

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression**5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year**

98

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year**5.2.2.1 - Number of outgoing student progression to higher education**

407

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

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

21

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

5.3 - Student Participation and Activities

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

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

189

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

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

- Student Council in our college is really proactive and involved in fostering a positive environment in campus. From organizing various events to supporting social causes, they seem to be making a significant impact. Council members helped the faculty in organizing and coordinating various college activities, awareness drives and intercollege events. Students represent themselves in Anti Ragging Cell also through Anti Ragging Squad assisting the cell to check anti ragging activities through surprise checks in the campus and hostel.
- Every year Student Council organizes a drive WE SHARE WE CARE in winters where-in daily need items and woollens are collected for poor and needy which are send to Neki Ki Dukan- an NGO, for further disbursement. This year also 65 council members participated in the drive from 19.10.2022 to 30.11.22.
- While collaborating with Electoral Literacy Club, Student Council encouraged students to exercise their voting rights and helped them to register for voter cards under

the campaign "NOTHING LIKE VOTING-I VOTE FOR SURE" from 01-12-2022 TO 15-01-2023.

- Additionally, efforts to raise funds of Rs.5000 to further donate to "Netrahin Manvata Di Sewa Welfare Society" on 21-02-2023 showcase a sense of social responsibility among the council members. To inculcate moral values and ethics amongst young generation, council members organized Enlightening Rally on Sports Day(04-03-2023) wherein students marched with placards carrying slogans and quotes on Moral Values and Ethics.

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

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

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

18

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

5.4 - Alumni Engagement

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

Alumni Association of the college remained active throughout the year. On February 11, 2023, the corridors of KCW came alive as it opened its heart and doors for the alumni with a get together organized by the old students association under the

title "Yaadgaar... a homecoming' at college campus. Esteemed personality Mr. Rohit Mehra, an IRS officer, Commissioner of Income Tax, Ludhiana, popularly known as Green-man of India, graced the event as chief guest. The executive members of the old students association were also honoured for their constant support and contribution towards the institute. The alumni shared their experiences and unforgettable moments of the good old days. The highlight of the event was KARINDAY, the musical band, mesmerising the audience with live performances.

The Association also organised Health Check-Up camp in collaboration with Rotary Club of Ludhiana Midtown and Inner Wheel Club of Ludhiana Midtown under the able guidance of PP Rtn. Rajan Kapur, R'anne Anju Kapur (Project Directors), Rtn. Inderbir Nanda (President of Rotary Club) and Ms. Jyoti Aggerwal (President of Inner Wheel Club) on 25th March, 2023. Dr. Sandeep Puri (Principal, DMC&H) was the chief guest. Doctors from Gynaecology, Dentistry, Diet Consultancy, Psychiatry, Medicine and Dermatology provided free consultancy to approximately 500 students and staff. Tests like blood sugar, haemoglobin, blood group, lung functioning etc. were also conducted free of cost.

This year rupees Two lakhs only (Rs.2,00,000) were disbursed from the Old Students Association fund for the payment of fee of needy students.

File Description	Documents
Paste link for additional information	https://www.kcwludhiana.org/wp-content/uploads/2024/10/Alumni-Registration.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs) D. 1 Lakhs - 3Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

of the institution

The vision and mission of the college resound in the various institutional policies of the college. The institute has a set of well-defined policies of governance for the effective implementation and monitoring of its activities. An effective and well-formed leadership structure aims at academic excellence and the holistic development of the students. The principal, at the administrative helm, along with two elected staff representatives, actively take part in the meetings of the governing body of the college and put across teaching-learning, infrastructural issues, and various other dynamics. The Advisory Committee, comprising the majority of faculty members, outline various academic and administrative procedures. At the departmental level, the head of the department effectively steers the best array of work. The registrar's office (examination branch) formulates the academic calendar of the college after coordinating with the principal and various head departments. The Student Council, a representative body, engages in structured partnerships with teachers, students, and management. It plays an important role in promoting the aims and objectives of the college, besides bridging the gap between teachers and students. A power-packed gamut of committees (Advisory Committee, Admission Committee, Library Committee, Canteen Committee, Hostel Committee, etc.) facilitates the smooth functioning of the institute. Active participation of the Parents-Teacher Association and Alumni Association facilitates effective quality enhancement and plays a pivotal role in materializing the vision and mission of the college.

File Description	Documents
Paste link for additional information	https://www.kcwludhiana.org/vision-mission/
Upload any additional information	No File Uploaded

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

The institute believes in participative management and follows the practice of decentralised leadership in its true sense, at all levels of administration. It has formed a strong structure to strengthen and improve the functioning in all three important spheres, viz. academics, administration, and extra-

curricular activities. The practice of decentralisation and participative management is reflected in all the activities of the college, as it works in sync with all the stakeholders. The student council, a representative body of the college, engages in structured participation with teachers, students, and management and plays a significant role in the decision-making process.

Witness the essence of decentralization in action during the admission process, where a symphony of collaboration orchestrates a seamless journey. Every faculty member becomes a vital note in this harmonious composition, merging their expertise and dedication to sculpt an experience that transcends mere efficiency, elevating it to an inspiring work.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

A blueprint to accomplish the objectives is designed by developing a strategy in time with the vision and mission of the college. Under the able guidance of the Principal, the staff ensures the effective deployment of the strategies along with it, IQAC has been instrumental to enhance the quality in all the arenas of academics, administration and curricular aspects.

Strategy:

- Online Admission Process

A well-planned strategy was made to sync with the technological advancement to serve the needs of the students. To ensure a hassle free admission procedure, Online Admission procedure is planned. The main objective behind this transition is to ensure transparency and accuracy in the process.

- Procedure and Outcome of Implementation:

For the effective deployment of the strategy of online

admission procedure for all the streams, a complete guide was provided to the students on the college website in the form of a prospectus, which is a compendium of eligibility, criteria, subject combination, fee structure and all the important information required by the students. The students can check the merit lists of much sought after courses like B. Com, BBA and BCA on the college website. For smooth transactions, an online banking facility is also provided. The college website provides all the important information regarding various aspects of education. The award lists for practical examination and internal assessment are sent online to the university. The result records are digitally updated.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://kcwldhadmissions.ac.in/
Upload any additional information	View File

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

- The Management, the Principal, the teaching staff, the non-teaching staff and the students of the college comprise the organizational structure of the college.
- All the decision-making powers are held in the hands of the Management, which is completely backed up by the principal, to strive hard to cater to the needs of the staff and students.
- With the full support of the Head of the Departments, teaching faculty & non-teaching staff, the principal exerts her might for the smooth functioning of the institution.
- The Head of Department ensures the functioning by holding departmental meetings to inform and guide the staff members for various duties to be performed.
- For the effective planning and implementation of programmes like teaching, learning, academic administration, curricular & extra-curricular activities, meetings are held by the staff council at regular intervals.
- To enhance and maintain the quality standards college has an Internal Quality Assurance Cell (IQAC)

<https://www.kcwludhiana.org/iqac/>

- The Student Council plays a pivotal role to address the issues related to students and organising various extension activities through cultural and academic activities.
<http://www.kcwludhiana.org/student-support-facilities/#d6>
- For planning, development and implementation of academic, administrative and extra-curricular activities for ensuring activity-based learning, various clubs and committees have been created in college like - Anti Ragging Cell, Grievance Redressal Cell, Youth Club, Placement Cell, Red Ribbon Cell, Eloquence Club, Counselling Cell. Each Club.
<http://www.kcwludhiana.org/student-support-facilities/>

File Description	Documents
Paste link for additional information	https://www.kcwludhiana.org/student-support-facilities/
Link to Organogram of the institution webpage	https://www.kcwludhiana.org/
Upload any additional information	View File

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

B. Any 3 of the above

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

6.3 - Faculty Empowerment Strategies

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

Teaching

- The regular staff is provided with facilities like Annual Increment, Provident Fund, Gratuity, Dearness Allowance, Medical Allowance, House Rent Allowance, Casual Leaves, Medical Leave, Maternity Leave, Earned Leave, PF Loan, etc.
- Duty leave is also given to the faculty for attending seminars/ conferences/Workshops orientation courses/ Refresher courses/ Summer Schools/ Winter schools, etc. and for performing university Evaluation duties, etc.
- Residential accommodation is available for the college principal on campus.
- Working Women Hostel with 12 residential flats for teaching faculty are available
- Computers, WiFi facility, ICT tools and techniques are made available to the teachers to facilitate teaching and research work
- General health checkup camps are organised. Medical specialists, viz., Dermatologists, dieticians, gynaecologists, and other specialists, are invited from time to time to create awareness of various medical and health issues.
- Training Workshops, Seminars and expert talks are organised to assist the professional development of the faculty.

Non-teaching

- Fee Concessions and books are given to the wards of the non-teaching staff taking admission in the college
- Residential accommodation within the campus is provided to the class IV employees of the college
- A free uniform is provided to the class IV employees.
- ESI medical facilities are provided. The facility for loans against provident funds is available to staff.
- Maternity leave is given to female employees of the college.

- Free workshops are organised to enhance the knowledge and working skills of the non-teaching staff.

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

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

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

0

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

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

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

167

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

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

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

130

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

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

Response: An efficacious appraisal system has been adopted by the college to evaluate the performance of teaching as well as non-teaching staff. The appraisal form, designed as per

university guidelines, enables the teachers to assess their personal and professional growth (paper presentations, seminars, conferences, and publications). It is a significant tool for the career advancement of teachers, as it provides constructive feedback and encourages the teachers to upgrade their knowledge and skills in order to derive maximum benefits. Students are also given an opportunity to provide feedback of teachers. A questionnaire is framed to elicit responses on certain parameters such as teachers' communication skills, work ethics, subject knowledge, discipline, etc. These forms are then analysed by the IQAC and suggestions are made in order to enhance the teaching and learning process. Non-teaching staff is also analysed on the basis of their performance. The superintendent of the administration office prepares grades on the working capacity and capability, knowledge and skills, manners, and mode of working of the employees. The class IV employees are also observed for qualities like honesty and integrity, punctuality, and devotion towards duty. Corrective measures are taken to bring quality and improvement in performance of the employees.

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

6.4 - Financial Management and Resource Mobilization

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

Response:

The college follows the practice of conducting regular financial audits in order to ensure financial compliance. The internal auditor's team audits and verifies the income and expenditure of the college including payments, receipts, vouchers of cash transactions and ledgers. Yearly accounts of the college are audited by an internal auditor (a qualified chartered accountant) appointed by the college Managing Committee. The CA (R. Gupta and Co.) along with his team audits the annual income and expenditure statement along with balance sheet of the college which is duly signed by him. The auditor ensures that all payments are duly authorized after the audit,

and the report is sent to the management for review. The audit teams perform an audit of the financial statements of the college. In the event of any discrepancy, it is brought to the attention of the superintendent of accounts and the department of accounts. All these mechanisms exhibit the transparency being maintained in financial matters and adherence to financial discipline to ensure the proper utilisation of funds of the institution at all levels. The audited statement is duly signed by the authorities of the management and chartered accountant.

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

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

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

Nil

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

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

Response:

The college follows a well-defined strategy for mobilising the funds for its various activities. These mobilised funds are utilised optimally as per the direction of UGC.

The major sources of funds are:

- As the college is a grant-in-aid institution so, 95% of grants (salary only) are received from Punjab government.
- Fees from students
- The annual budget is prepared by the accounts department of the college, on the basis of which the funds are optimally utilized for:
 - Salary and other facilities for teaching and non-teaching staff
 - Development of infrastructure
 - Maintenance of Building of the institution
 - Gratuity and other retirement expenses
 - Office stationery
 - Youth festival and other cultural and academic activities.
 - Procurement of books for the library
 - Procurement of various software required for the course curriculum
 - Other miscellaneous expenses.
- For each and every financial transaction, proper permission is taken from the treasurer, Khalsa Dewan/ Principal of the college.

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

6.5 - Internal Quality Assurance System

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

- The college's Internal Quality Assurance Cell (IQAC) has introduced certification courses to enhance job readiness. Courses include Website Designing with Bootstrap (71 students), Python Programming (37), Digital Marketing (27), WordPress (27), and Adobe Illustrator (25). The Commerce department offered Excel (32), Computer Aided Accounting (25), and Branding & Social Media Marketing (36). The Business Management department provided GST Filing and Practice (25). Additionally, the Employability Skills Training Programme supported 90 students, cumulatively benefiting over 300 students this year.
- The college's mental health initiatives included the KCW

Counselling Cell's Suicide Prevention Day, drawing 150 students with a dramatic presentation.

- The IQAC cell and the Department of Computer Science at our institution are dedicated to promoting digital education. Through initiatives like I-Connect and E-Vidya, 129 underprivileged school girls gained digital skills. The Surf Smart Drive educated 149 students on social media risks.
- To enhance sustainability and educational infrastructure, the college invested significantly. A total of Rs.3,471,815 was allocated for sustainable technologies, including Rs.2,939,729 for a Solar Grid system and Rs.532,086 for Rainwater Harvesting. Additionally, Rs.35,911,876 was spent on campus improvements: Rs.21,324,782 upgraded computer systems and facilities, and Rs.11,115,279 enhanced hostel accommodations and sports facilities.
- IQAC has enhanced experiential learning across various departments, involving 135 Computer Science, 105 BCA, 9 Biotechnology, 137 Physics, and other students in practical experiences.

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

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

Response: The institution consistently reviews its teaching-learning processes and methodologies to ensure quality enhancement and alignment with educational goals. To strengthen classroom delivery, ICT-enabled tools like Interactive Flat Panels (IFPs) have been installed in B.Com and BCA departments, promoting interactive sessions and active student participation through real-time annotations, quizzes, and multimedia content.

Students are systematically categorized into slow and advanced learners based on academic performance, with customized strategies such as bridge courses, remedial classes, and additional mentoring sessions implemented to support their

learning needs. Regular intra-departmental activities and guest lectures by industry experts are organized to provide practical exposure.

Additionally, new certification courses in digital marketing, Python programming, and GST filing have been introduced to enhance student employability. Workshops and mock interviews are conducted by the Placement Cell to build job-readiness skills. Structured feedback from students and faculty is utilized to continuously refine the teaching-learning framework, resulting in incremental improvements and better learning outcomes. Faculty development programs focused on innovative pedagogical techniques are conducted to keep teaching practices aligned with contemporary educational standards.

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

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.kcwludhiana.org/wp-content/uploads/2024/10/annual-report-2022-23.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The premise of working towards gender equity resonates in the basic tenets expounded by the institution. Our Annual Gender Sensitization Plan lays down a basic framework for various stakeholders to plan diverse co-curricular activities to provide an equitable mindset and a skillset.

There are various subjects and courses in the curriculum that amalgamate the basic spirit of empowerment in the students and make them cognizant and gender sensitive. There is provision for a safe and nurturing environment- the mighty boundary walls and CCTV surveillance for physical safety, along with a Counselling Cell to help deal with emotional tribulations and consolidation of mental strength to deal with real-life challenges smoothly and efficiently besides broadening horizons for inculcating positive Mental Health practices. The Common Rooms, various seating and resting spaces in the gardens along with the vast environs of the Open-Air Theatre provide a space not only for the rejuvenation of tired minds and bodies but also a platform for interaction and mingling of thoughts and ideas -rejuvenating the students to consolidate their knowledge and learning. The detailed info-boards and Sun-boards provide a beautiful depiction of awareness about Gender Equity and the premise that our world is a better place when all people are accepted for their talents, skills, and abilities, regardless of gender.

File Description	Documents
Annual gender sensitization action plan	https://www.kcwludhiana.org/wp-content/uploads/2024/10/Annual-gender-sensitisation-plan-7.1.1.jpg
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.kcwludhiana.org/wp-content/uploads/2024/10/SPECIFIC-FACILITIES-PROVIDED-FOR-WOMEN-7.1.1.pdf

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

A. 4 or All of the above

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

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

The campus manages various types of solid waste, including biodegradable, non-biodegradable, electronic, and plastic waste. Approximately 100 kg of biodegradable waste, comprising horticulture and food waste, is generated daily. Horticulture waste is converted into manure through manure pits on campus, serving as fertilizer. Color-coded dustbins facilitate proper waste segregation, with students and staff educated on waste management practices.

The library subscribes to e-journals and e-books to minimize paper waste, while prints and photocopies are made on both sides to reduce consumption. Office paper waste is sold to a recycling company for the production of envelopes and packaging materials. Non-biodegradable waste is disposed of according to university regulations, and municipal authorities handle

collection.

Stringent measures are in place to curb plastic usage, with single-use plastic banned on campus. The canteen employs paper plates and wooden utensils instead of plastic cutlery. E-waste was collected and sent to Cosmos Re-cycling, ensuring proper recycling or disposal. In the 2022-23 session, 865 kg of electronic waste was disposed of in an eco-friendly manner.

The college remains committed to sustainable waste management practices, promoting environmental consciousness among its members and contributing to a cleaner, greener future.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

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

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

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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

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

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

A. Any 4 or all of the above

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

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

It is a known fact that higher education institutes not only comprise of built environments like classrooms but also of learning and social environments where students from various social and diverse backgrounds participate and become productive and responsible citizens of the country.

This institution abides by its basic tenet of universal inclusion and well-being -Welfare of All or Sarbat da Bhalla. Transparency through full adherence to rules and regulations ensures the creation of an environment of equality, respect, and dignity through the effective inclusion of cultural, regional, linguistic, communal, socioeconomic, and other diversities right from the initial admission process to various succeeding administrative and academic decisions. Financial assistance to socio-economically disadvantaged students like scholarships, fee waivers, and payment through easy installments along with other measures like the provision of books through Book Banks and various informal initiatives by Alumni pave the way for equity. Students from disadvantaged educational backgrounds benefit from Bridge courses in the initiating semesters.

Special efforts are invested in making buildings and facilities like wheelchair accessible and disable friendly. The Counselling Cell provides special awareness drives for dispelling discriminating attitudes and sensitization for mental and physical disabilities. Special needs of the students are catered to through remedial classes or provision of scribes in examinations. An extra effort is made to ensure that

learning objectives cover cognitive, affective, and psychomotor domains. Moreover, there are multiple options for students to demonstrate learning (e.g. assignments that are writing-based, problem-based, etc.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

The college aspires to promote the inculcation of our constitutional rights, duties, values, and responsibilities in an endeavor to ensure a generation of responsible citizens. Value orientation, an integral part of our basic mission and vision is woven through various curricular and extra-curricular aspects. Students are encouraged to exercise their fundamental freedoms with a clear understanding of duties too.

There are specific elective courses that provide an in-depth insight into the fundamental spirit of the Indian Constitution and the dogmas of our social structure and values. Certain Topics like Environment Studies, Violence against Women and Children, Road Safety, and Drug Abuse have been incorporated into the curriculum as compulsory for students of all streams.

The Student Council exemplifies the adage of responsibility and discipline. Democratic values and open membership to all students is preached and practiced through Legal Literacy Club, Electoral Club, Women's Cell, Eco Club, Traffic Club, Red Ribbon Club, Rotaract Club and Red Cross Society, Anti-Ragging Cell, Value Education Committee, and many more.

Multifarious activities, seminars, workshops, and experiential learning events help inculcate constitutional values among the students. Other endeavors like Morning assembly, Value-Thought Board, display boards, and e-brochures.

The College was awarded "Harbinger of Humanity Award" in appreciation of the active participation of the college in conducting the "International Humanity Olympiad 2022" - an Exam

**of Excellence in Values of Humanity, Morality and Ethics
organized by Satyug Darshan Trust (Regd.)**

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.kcwludhiana.org/wp-content/uploads/2024/10/Sensitisation-of-students-on-Values-and-Rights-7.1.9.pdf
Any other relevant information	https://www.kcwludhiana.org/wp-content/uploads/2024/10/harbinger-of-humanity-award-7.1.9.pdf

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

A. All of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

The institution recognizes the importance of national and international commemorative days, events, and festivals as expressive platforms to honor our rich heritage and culture,

while also embracing universal perspectives and traditions. These occasions serve as poignant reminders of pivotal events, movements, or influential figures, urging us to reflect on the past and envision a brighter future.

Days like Independence Day, Republic Day, and Constitution Day instill values of patriotism and underscore the importance of upholding good citizenship behavior to safeguard our sovereignty. Similarly, events like Women’s Day, Mother’s Day, and Girl Child Day champion gender equity and empower us to strive for a more equitable future.

Commemorating the Jayanti days of renowned leaders and philosophers serve as catalysts for positive societal change, shaping our social and cultural mindset. Specific days dedicated to addressing physical and mental health issues, such as Cancer Day and World Mental Health Day, encourage youth to embrace a healthy lifestyle.

Festivals and seasonal celebrations provide opportunities for spiritual enlightenment and foster a sense of unity amidst linguistic and cultural diversity. Environment days not only promote sustainable development but also inspire an attitudinal shift towards living in harmony with our surroundings.

These celebrations contribute to the culture of holistic education, instilling in students the essence of each day and event they observe or participate in.

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

7.2 - Best Practices

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

Best Practice-1

"Harnessing 4-H for the 6 Cs of Development"

4-H:Head, Heart, Hands and Health for

6-Cs:Competence &Character, Caring & Connection, Confidence and Contribution

Goals

Augmenting dimensions of 4-H for 6Cs of development to help transform students into fully functional individuals who commiserate with and contribute to their living and non-living surroundings.

Head, the cognitive dimension for Competence and Character;

Hands: psychomotor dimension for Confidence;

Heart: affective and relational dimension for Caring and Connection;

Health: mental and physical dimensions to optimize Contribution

Context

This program aims to apply the holistic, intergraded, and experiential approaches which are also the objectives of contemporary education.

Best Practice II

PETAL-Program for Excellence in Teaching and Learning

Goal

To create engaging and inclusive learning environments for the students.

Fostering a community of Scholarly teachers focused on academic success and capacity building.

To integrate pedagogical best practices; design and deliver effective, inclusive information-an amalgamation of excellence in teaching and learning situations

Context

Since education is both a training of minds and souls, it should give both knowledge and wisdom. Thus, it is imperative that a seat of higher education should provide amicable opportunities, facilities and tools for the throughput of factual knowledge and exposure so as to enable the metamorphosis of these facts into rational action-taking potential.

File Description	Documents
Best practices in the Institutional website	https://www.kcwludhiana.org/igac-2022-23/
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

KCW has a state-of-the-art infrastructure and lush green surroundings that provide a scientific ambience for students to assimilate knowledge and skills. A rich tapestry of programmes and courses ranging from traditional to professional and vocational not only provides subject-specific knowledge and skills but also generic competencies.

The institution is a leader in women's empowerment and has made its mark in the community. The onus is to strengthen and enrich the very fabric of society through empowered and enlightened women.

It is committed to ushering in a new society where justice and human values prevail in inclusive learning environments. The focus here is not on just preparing an educated workforce but also an informed citizenry which is the basic premise for nation-building. Value Added and Skill Enhancement courses along with specific workshops and internships equip the students with employability and entrepreneurship skills.

The dedicated faculty and staff enhance the organizational climate of the institution. The administrative structure aims to realize the institution's vision and mission through a proactive IQAC at the helm. An amalgamation of Best Practices

provide a pragmatic ambience for providing life skills and promoting holistic growth, ensuring an equitable and sustainable future for all.

The institution strives to produce confident and rational agents of social change who are committed to giving back to society by displaying social responsibility towards the community and the environment.

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

7.3.2 - Plan of action for the next academic year

The illustrious portals of Khalsa College for Women eloquently bespeak of diligence, dedication, and consistent service rendered to humanity through quality education. Continuing the glorious traditions of adding multifarious feathers in our hat, the institution plans to

- Strategize improved infrastructure for optimizing the learning environments.
- Sports facilities will be upgraded further.
- Also on the cards is an increased focus on mental health through mentoring.
- Enhanced Digital initiatives to make the students career-ready will also be initiated.
- Ancillary measures for Environment conservation and sustainability development will be adopted and awareness about the same will be supplemented.

Skill enhancement and value-added courses will be augmented to facilitate the formalization of skillful dexterity of pupils as they get ready to take the plunge of facing real-life challenges.