YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	KAMLA NEHRU COLLEGE FOR WOMEN PHAGWARA
• Name of the Head of the institution	DR SAVINDER PAL
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01824505204
• Mobile no	9915004630
• Registered e-mail	kamla_nehru@yahoo.co.in
• Alternate e-mail	kamlanehru.iqac@gmail.com
• Address	Plahi Road Phagwara Distt. Kapurthala
• City/Town	Phagwara
• State/UT	Punjab
• Pin Code	144401
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Women
• Location	Urban

• Financial Status	**Grants-in aid**
• Name of the Affiliating University	**Guru Nanak Dev University, Amritsar**
• Name of the IQAC Coordinator	**Mrs. Aman Lata**
• Phone No.	**01824505204**
• Alternate phone No.	**01824505204**
• Mobile	**9463747352**
• IQAC e-mail address	**kamla_nehru@yahoo.co.in**
• Alternate Email address	**kamlanehru.iqac@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	http://www.kncw.org/wp-content/uploads/2021/12/AQAR_2019-20-Final.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	http://www.kncw.org/wp-content/uploads/2021/12/Academic-Calendar-2020-21.pdf

5.Accreditation Details

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

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

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Kamla Nehru College for Women, Phagwara	**95 Grant in Aid staff salary**	**State Govt. Punjab (DPI)**	**2020 366**	**16199796**

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	05	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

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

• A seven day Faculty Development Programme was organized • Webinars and workshops were successfully organized. • Best practices such as plant distribution, sapling plantation and cleanliness drive were held • Vaccination camps were organized. . Virtual Library of the college was inaugurated on 26-06-2021

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
Different committees to be formed which will work accordingly.	Committees were formed and assigned different tasks
The webinars and workshops will be conducted.	Almost all the departments conducted different webinars and workshops.
Almost all students will be vaccinated by December 2021	Almost all the students have been vaccinated
Measures will be taken for the good health and safety of students and staff members	Regular sanitisation of the college campus was done.
Plans will be made to focus on the weaker students of the college for better performance.	Remedial classes and spoken English classes were successfully conducted.

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

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020	19/03/2020

Extended Profile

1.Programme

1.1   **24**

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

File Description	Documents
Data Template	[View File]

2.Student

2.1 **710**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	[View File]

2.2 **91**

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 **287**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	[View File]

3.Academic

3.1 **55**

Number of full time teachers during the year

File Description	Documents
Data Template	[View File]

3.2 **12**

Number of sanctioned posts during the year

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	**24**

File Description	Documents
Data Template	[View File](#)

2.Student	
2.1 Number of students during the year	**710**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**91**

File Description	Documents
Data Template	[View File](#)

2.3 Number of outgoing/ final year students during the year	**287**

File Description	Documents
Data Template	[View File](#)

3.Academic	
3.1 Number of full time teachers during the year	**55**

File Description	Documents
Data Template	[View File](#)

3.2	12
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution	
4.1	89
Total number of Classrooms and Seminar halls	
4.2	12963993.21
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	260
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The University designs, revises and improves the quality of syllabi of all the affiliated colleges. Many of the faculty members are a part and parcel of various academic committees formed at University level. The university provides the details of meetings of various committees and these committees provide the feedback of course curriculum to improve the quality of syllabi. However there is a strong mechanism at college level also for effective curriculum delivery.College has formed academic calender committee that prepares academic calender.The Time table committee prepares Time-Table in order to make the teaching learning process go smoothly.They are also made aware about the reference books and other relevant material available online as well as offline. The departmental meetings are regular features where all the future plans are discussed by all the members of the department. Other than lectures and seminars, various new techniques are also being used like power point presentation, audio visual aids, e- books, e libraries and smart boards etc. The needy students are also

provided with extra help through remedial classes and special tests wherever and whenever required. The effective curriculum delivery through a well planned and document process is the first and foremost objective of the institute.

File Description	Documents
Upload relevant supporting document	**No File Uploaded**
Link for Additional information	http://www.kncw.org/wp-content/uploads/2021/12/Academic-Calendar-2020-21-1.pdf

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

Our college prepares an academic calendar before the beginning of each semester in accordance with university calendar. The calendar contains all the details of admission schedule, important dates, teaching learning schedule, examination schedule along with co-academic calendar. The registrar office of the college prepares institute level calendar. Afterwards each and every department prepares its calendar accordingly. The college calendar is uploaded on college website and displayed on notice board. The departmental calendar comprises of extension lectures, seminars, workshops, field visit, educational trips and other activities. Our continuous internal evaluation is comprised of internal assessment test, assignments, project works, presentation etc. The calendar is strictly followed by all the departments. CIE is done by the registrar office. As per the given instructions the question papers are prepared and submitted by the various heads. The students are provided with well planned date-sheet. After the conduction of examination, the duly checked answer scripts are shown to students and result is prepared on the basis of their performance in theory and practical examination. The tentative and final dates of university exams are informed to students time to time. Students 'attendance and their overall performance is conveyed to parents through Mission We Care Programme. The calendar is updated and revised whenever required.

File Description	Documents
Upload relevant supporting document	**No File Uploaded**
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

`C. Any 2 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

`Nil`

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

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

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

`Nil`

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

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

Nil

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

1.3 - Curriculum Enrichment

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

Value added courses

Number of students enrolled

Drug Abuse

120

Environmental studies

125

Drug education enables students to develop the knowledge, skills and attitude to appreciate the benefits of living healthy. Drug education educate students about the danger of substance use and equips them effective refusalskills to implement when confronted with negative peer pressure associated with illicit drug use. It educates them about consequences of drug abuse on individuals and their families, society and nation. As per drug education curriculum, students are expected to acquire awareness about role

of family, school, college, media in the medical, psychiatric and social management, meaning, nature and extent of drug abuse prevention and controlling of drug abuse.

Environmental education helps students understand how their decisions and actions affect the environment. Also it exposes students to the real situations in their surroundings to help them connect, be aware of, appreciate and be sensitized towards the prevailing environmental issues. As per EVS curriculum, students at college level are expected to acquire awareness about wider surroundings. It raises awareness of issues impacting the environment and also teaches students to explore all the problems related to environment and engage in wise ways of preserving it.

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

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

01

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

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

02

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	**Nil**
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	**No File Uploaded**

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

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	View File
URL for feedback report	**Nil**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

710

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

320

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

- **As soon as the students are admitted to our institution we try to identify the students as slow learners and advanced learners taking class tests. We interaction with the students in the class room and check their performance in the class tests.**

- **After we come to know of the students level. We start remedial classes for the weak students and try to improve their performance. We give them extra coaching for improvement in their performance. We give them extra coaching in their respective subjects. Extra coaching helps the students be better in their subjects. An addition to extra coaching, extra books are issued to the students from the departmental library. Hence slow learners are given extra attention. We ensure that slow learners clear all their courses written the stipulated period.**

- **Advanced learners are given special guidance. They are provided with extra books to develop their knowledge. They are given model question papers to solve. They are motivated to spend their time in the library and read extra books to perform better in future. They are encouraged to attend Seminars and workshops so that may be exposed in their concerned subject. Different exhibitions, elocution and**

debate and quiz etc. are organized for the advanced learners so that they may prove their abilities. Guest lectures are also organized to enhance the knowledge of the advanced learners and motivate them to further work hard.

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
710	**55**

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

2.3 - Teaching- Learning Process

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

- **Student Centric Methods such as experiential learning, participative learning and problem solving methodologies are used for enhancing their learning experience.**
- **For enhancement of learning experience of the students teaching learning methods have been adopted by the faculty members which include interactive learning methods, Project –based learning, Computer-based learning, experiential learning etc. The teaching- learning activities are made effective through special lectures and illustrations.**
- **Interactive lectures are delivered by the teachers in which students actively participate. Group discussions, role-play, subject quiz, news analysis, educational games and discussions are done for students to use their problem solving ability.**
- **For the better learning experience of the students the classrooms are enabled with ICT technology which includes Wi-Fi, LCDs, language lab, Smart Classrooms and E-learning resources. Apart from these, the virtual guest lectures of eminent personalities help the students to develop their knowledge on core subjects. With regular online grammar**

tests, practical sessions and use of printed as well as non-print material achieve an all-round development.

- **Lectures:** This standard method of teaching is adopted by all the teachers and specially by the language teachers for the explanation, interpretation and revision of the subject matter.
- **Case study, seminar and surveys:** Seminars are held in the college by various departments like Commerce in which they are encouraged to write research report.
- **Projects and Experiments:** The students are involved in Projects and various experiments by the department of Zoology and Botany in which they are encouraged to write research report.
- **Field Work and Community Outreach:** The field work is taken up by the students of Commerce, NCC and NSS in which the students of Commerce are taken on field trips to industrial areas. NCC and NSS students partake Public Awareness Programs for their development and development of society.

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

With the fast facing technology it is important for the students to learn and master the latest technologies along with education. As a result teachers use the ICT enabled tools for the effective teaching. PCs, LCD, Projectors, Softwares are available for the students. The college also have 9 ICT enabled classrooms and true smart classrooms which help in the effective learning of the students.

- Teachers take online classes of the students through Zoom, Google Meet, Google Classroom etc. The recordings of these lectures are available for future reference.
- All the faculty members are encouraged to use Power Point Presentation during their lectures which they prepare using online search engines and websites.
- Quiz Competitions are organized by the departments to check the Students Progress via Google forms and google sheets.
- Seminar and online functions / competitions are organized

students farewell was organized by the online mode.

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

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

53

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

2.4 - Teacher Profile and Quality

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

12

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

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

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

12

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

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

2.4.3.1 - Total experience of full-time teachers

55

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.

- **For upgrading and enhancing the quality of the students the academic performance is evaluated throughout the session. For the internal evaluation the procedures and mechanism followed are as per the GNDU guidelines, in which two internal Sessional exams are conducted by the college before the final semester examinations. In the summer session Group discussion, Paper Presentation and viva-voce is conducted by the respective departments. During the winter session two internals are conducted in the month of September/ October and March. For the practical oriented exams practical exams are conducted before the beginning of Final theory papers. Students are notified of the mid-semester results within a day of declaration of the result.**
- **Latest and continuous information regarding the syllabus and**

evaluation regarding the syllabus

- **Latest and continuous information regarding the syllabus and evaluation process is given to the students at the beginning and during each session.**
- **For the evaluation of the students regular house exams, monthly tests, attendance, projects presentations, departmental lectures and model making are conducted.**
- **Students are shown the results and answer sheets of the monthly test as well as mid-semester tests so that the students can discuss as well as work on their weaknesses.**

Attendance Requirement:

- **The students are required to attend a minimum of 75% of lectures in each class as well as 75% of the laboratory work.**
- **Mechanism to deal with Internal Examination related grievances is transparent, time bound and effective.**

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

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

- **Various Provisions have been made for the redressal of grievances and concerns of the students.**
- **The subject teachers show the answer sheets for class tests and house tests to the students to maintain full transparency in the marks. The doubts and concerns in these examinations and tests are addressed by the subject teachers.**
- **For giving any feedback the students are encouraged to use the suggestion box.**
- **For any other grievances the students can meet the Controller of Examination and the Principal.**
- **For any grievances at the university level regarding the evaluation the college at its own level takes up the problems of students to the concerned authorities at the University Conduct Branch.**
- **If the students are not satisfied with their marks of any subject in the final exams they themselves can take up their**

case and can file for re-evaluation of their mark sheet, within 15 days of the declaration of result as per the University guidelines.

- If the students feel that something unfair has happened to then they can directly lodge a complaint at the GND University Website. Where the grievance of the students can be taken up by the University authorities.

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.

Name of the Programme

Program outcomes

Course Outcomes

BCA

- Software Developer
- Banking
- Web Designer
- Multi Media
- Data Entry Operators

- Basic knowledge of Computer Architecture.
- Computation Problem solving.
- Basics of Digital Electronics.
- Usage of Internet Application and Web Technologies.

BAJMC

JMM & Elective Subjects

- Radio Jockey
- News Reader

- News Anchor

- News Reporter
- Video Jockey
- Photographer
- Videographer
- Audio/Video Editor
- Event/ Production Manager
- Script / Content Writer

- Expertise in handling sophisticated instruments related to Journalism like tele-prompter, video cameras, still cameras.
- Press notes, news making , editing, publishing.
- Video graphy of short movies and documentaries.

- Skills of interview, news correspondents, journalists and advertisement making.
- Students learn handling of audio visual instruments.

B.Com

- Jobs in Industry / MNC's
- Banking Job
- Work with CA's for tax calculations
- Job as Tally expert for account keeping

- Basic knowledge of accounting and finance.
- Knowledge of business regulatory framework and management practises.
- Specialized and practical knowledge of tally and taxation.
- Preparation for challenges in job market.

M.Com

- Competitive Exams
- Research
- Teaching, Banking, Insurance
- Jobs in Audit Firms and Allied Sectors.

- Development of specialized skills in accountancy, banking, finance and insurance.
- Caters to the contemporary needs of industry and academia.
- Thorough understanding of corporate laws, legislation, management and taxation.

BBA

- Entry level jobs in Government/ Non Government Sectors.

- Jobs in Marketing and Sales department as trainees.
- Own a Start up Business.

- Understanding of basics of Business Organisation and environment at global level.
- Expertise in processing business information.
- Specialized training for understanding consumer, customer relationship and organisational behaviour.

B.Sc. (Med.)

- Lab Technician
- Nutritionist / Dieticians
- Genetic Research
- Agriculture Research
- Analytical Chemist
- Immunology Expert
- Biologist

- Knowledge of biological instrumentation.
- Better awareness of environmental issues.
- Bio waste management techniques.
- Use of Biotechnology for healthier lifestyle.
- Basics of genetics and forensic science.

B.Sc. (Non Med)

- Combined Defence Services
- Astronomy
- Aeronautics
- Petroleum Industry
- Civil Services

- Techniques of wise use of water resource management.
- Understanding of problems of ozone depletion and global warming.
- Development of analytical faculties.

B.Sc. (CS)

- Data Entry Operator
- Data Analyst
- Software Developer
- Banking Industry Jobs
- Hardware Technicians

- Wide knowledge base of computer and computer programming.
- Combined use of mathematics and computer science for fields like mobile designing, web designing etc.
- Ability to develop computer software and programs for customized needs.

M.Sc. (CS)

- Software Engineer
- Data Analyst
- Banking
- Teaching
- Research

- In-depth knowledge of techniques and technologies used in Computer Science.
- Enhancement of skills and knowledge for developing of innovative projects in Computer Science.
- Expanded knowledge and expertise in Cloud Computing, Image Processing, Analysis of Algorithms, Distributed Data Base etc.

M.A. Punjabi Punjabi (Hons)

Punjabi as an Elective subject in B.A.

- Teaching profession
- Radio/ T.V. Programme
- Producers, Anchors, News Readers, Jockey.
- Proof Readers, Sub Editors, Editors for Magazines and Newspaper.
- Computer Typist
- Jobs in Language Department
- Researchers
- Can Work as subject expert in foreign countries.

- Enhancement in the knowledge of mother tongue.
- In Punjab, Punjabi being an essential requirement for government jobs, the employability of students get enhanced.
- Connecting the youth with the roots of their folk culture and traditions.
- Literature instills new ideas and thoughts.

M.A. Hindi

Elective Hindi

- Teaching profession
- Radio/ T.V. Programme
- Producers, Anchors, News Readers, Jockey.
- Proof Readers, Sub Editors, Editors for Magazines and Newspaper.
- Computer Typist
- Jobs in Language Department
- Researchers
- Can Work as subject expert in foreign countries.
- Hindi officers in Banks and Government Offices.

- Besides mother tongue, students get acquainted with the use of national language.
- Opens career avenues for students in government officer, banks, corporate offices.
- Reading of Hindi Literature acquaints students with deep rooted knowledge of Hindi mythology, Hindu Philosophy and Hindu way of life.

Sanskrit as on Elective in B.A.

- Translator
- News Reader
- Teaching
- Competitive Exams
- Higher Studies

- Enhances knowledge of Sanskrit.
- Acquaintance with Vedas and Puranas.
- Keeps students rooted with Indian culture.

General English and Communication Skills in UG/PG Classes

- Teaching
- Clerical / Office Jobs
- Office Secretary
- Language Trainers in IELTS Centre

- Students from remote rural areas get sensitized with the basics of this international language.
- Disadvantaged students are taught nuances of English usage, using facilities available in the language lab.
- Students learn to conduct, speak and express themselves confidently in English which is must for employment today.
- Prepare students for global communication.

M.A. Pol. Sc. And as an Elective subject

- Research Work
- Teaching
- Competitive Exams
- Insurance, Banking Railways
- Jobs in Journalism

- Understanding of the political system of the country.
- Better knowledge of working of government at local, state & centre level.
- Awareness about important political issues.
- Knowledge of international relations.

M.A. Eco. & Eco as an Elective subject

B.Sc. Eco

- Teaching
- Career in Banking
- Finance and Co-operative Sector
- Jobs in field of Statistics, Data Analysis.
- Economists
- Research

- Provides Basic knowledge of Economy of the country and related problems.
- Understanding of Micro Economic concepts like consumer behaviour, producer behaviour, market reforms.
- Exposure to macroeconomic subjects essential for policy making.
- Better understanding 8 liaisons between International trade and domestic policies.

M.Sc. FD

B.Sc. FD

PG. Diploma in FD

- Own a Boutique
- Freelance Designer
- Computer Aided Designer
- Hobby classes in stitching, fabric panting and printing.
- Jobs in Fashion Industry
- Accessories Designer

- Fashion Illustrators.
- Pattern maker and graders in Garment Construction units.

- Knowledge of Garment Designing
- Expertise in pattern making, weaving, knitting, block printing etc.
- Gaining proficiency in graphic designing.
- Analysis, identification and usage of various fabrics.
- Successful handling of fashion shows and exhibitions.

Psychology Hons and as an Elective subject in B.A.

- Counselling Clinics
- Research
- Trainer for slow learners
- Behaviour Therapists
- Clinical Psychologists
- Jobs at De Addiction Centres
- Jobs in Schools and Hospitals
- Trainers for children with special needs.

- Deeper and better understanding of behaviour and related problems.
- Knowledge of mental and stress related disorders.
- Knowledge of experimental and abnormal psychology.
- Knowledge of various Addictions.
- Proficiency and knowledge of various therapies and counselling skills.

History as an Elective subject in B.A.

- Teaching
- Government Jobs
- Competitive Exams
- Further Students

- Enhances knowledge of History of Punjab and Sikh religion.
- Detail knowledge of History of India
- Enhancement in general knowledge.
- Helpful for cracking competitive exams.
- World history and its impact on our culture.
- Learning from the past.

Home Science

- Start small scale industry

- Hobby Classes in Cooking, Stitching, Painting and Embroidery.
- Day care centre for children.
- Teaching
- Jobs in Garment / Textile Industries.
- Self Employment

- Useful for girl students as it equips them with the knack of home management.
- Development of Aesthetic Sense.
- Basics of personal Hygiene and physiology.
- Basics of food and Nutrition.
- Knowledge of Child Development
- Family resource management.

Music Instrumental Vocal

- Signer/ Artists
- Accompanist
- Stage Performer
- Music Composer
- Music Director
- Jobs in Media
- Own a Studio

- Knowledge of Basic raga, taals, Rythms of Indian Classical Music.
- Knowledge and usage of music instruments like Sitar, Tabla, Harmonium etc.
- Theoretical and Functional knowledge of music.
- Enhancement of cultural and creative skills.
- Analysing and Synthesising of music.

Fine Arts

- Artiest
- Own a Art Studio
- Art Teacher
- Hobby Classes
- Sculpting
- Designers in Media
- Higher Studies

- Basics and History of Art.
- Enhancement in creative and aesthetic abilities.
- Increases appreciation for Visual Arts.

- Knowledge of popular traditional and Modern Art.

Cosmetology as an Elective Sub

PG Diploma in B.Voc (B&W)

CC (B&W)

- Cosmetologist
- Technical Instructor in Cosmetic Companies
- Tricologist (Treatment of Hair)
- Assessors and Co-ordinator in Sector Skill Council.
- Make-up Artist.
- Facial/Spa/ Aroma Therapist.
- Hair Designer / Stylist
- Manufacturer of Beauty Products.
- Nail Therapist
- Own a Salon

- Basic knowledge of Yoga and Physical exercises.
- Knowledge of personal hygiene and personal grooming.
- Understanding the anatomy of facial skin, facial muscles, problems and treatment.
- Understanding of anatomy of Hair & Scalp and its care taking techniques.
- Skills of Hair Colouring, Smoothening, Rebonding and Hair Styles.
- Equips the students with latest techniques of make-up and cosmetic products.

Physical Education

- Gymnasium Instructor
- Personal Physical Trainer
- Martial Art Trainer
- Sports Person
- Jobs in Police and Defence Services.
- Teaching
- P.E. Teachers.

- Enhances the physical and mental abilities of the students.
- Basics of physiology are imparted.
- Improves qualities of hard work, team work and leadership.
- Knowledge of basics and rules of various games.

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

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

The institution/ college has a system for measuring the levels of course outcomes and program outcomes.

Attainment of Course Outcomes:

The Course Outcomes in measured through syllabus, completion of syllabus, continuous evaluation (Class Test and Mid Semester Tests), setting up of question papers, evaluation and result. At the departmental level the Heads of department and the teachers who are engaged in any class strive to complete the courses in time and in some cases extra classes are conducted for the students who are indentified as relatively average.

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

Attainment of Programme Outcomes:

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

The feedback system which is placed in the college helps to measure and reckon the attainment of the programme outcomes. The online student feedback system provides information pertaining to the relevance of the course and availability of the course material which are pertinent questions and which help the college

to measure its learning outcomes.

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

287

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)

http://www.kncw.org/wp-content/uploads/2021/12/Student-Satisfaction-Survey-2020-21.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

NIL

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

12

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

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

- **KNCW has created eclectic environment for expanding horizon by inculcating knowledge through various models of**

information. It has, over the period of time, organised various webinar's which are educational and empirical in nature. Faculty is encouraged to undergo various developmental programs and also to participate in varied informative programs like seminars, workshops, webinars,etc as to inculcate new knowledge and awareness amongst students and faculty members in general. Various activities are conducted to nurture and nourish youth's minds. These activities helps students to understand the various problems faced by the society. It enables them to find out solutions on them.

- IQAC Committee organised a successful webinar on 'Effective governance and leadership for higher education' and 'uses of IPR Research in business and industry'. Webinar on 'GST Drive' was organised by commerce department. Department of Music, organised webinar on 'career opportunities in the subject of music'. Department of English organised webinar on, the importance of communication skills in current scenario'. Department of Psychology organised two webinar's on 'behaviorisms-A theoretical and practical perspective' and 'combating pandemic stress'. Department of economics and Department of science, organised webinar on ' Three Farm Bills and India's Rural Economy and 'Importance of Milk and Milk products in Diet'. Webinar on 'Environmental mutagens' was organised by Dept of Botany. Department of Home Science organized a webinar on "Nutritional needs during Adolescence". On October 17, 2020 NSS department hosted a webinar on "Training in the field against misinformation, empowering citizens in India through NEWS and information literacy". "Poshan Pakhwada 2021" was celebrated by Department of Home Science and NSS Unit from 21 to 31st March,2021.
- All these webinars have imparted knowledge in various aspects. Due to the pandemic, new teaching pedagogies has been used for academic subjects. Also number of Job oriented courses are offered in the institution. Vocational course such as B.Voc in Beauty and Wellness and Post graduate diploma in Computer Applications are skill enriching value added courses which prepared students for innovation and entreprenurship. For effective transfer of knowledge project works and fiels visits were also organized.

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

2

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

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)	<u>View File</u>
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

NIL

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	**No File Uploaded**

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

10

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

Kamla Nehru college for women, Phagwara promote extension activities in the neighborhood community for sensitizing students to social issues and their holistic development. The college provide the students with an opportunity to extend their classroom knowledgement into practical experience. Through diverse community oriented programs and activities focused and holistic development of students with community the NSS, NCC, counseling cell and the department of psychology of the college aim at developing to the community utilizing their knowledge in finding solution to community problems, acquiring leadership qualities and democratic attitude, developing capabilities and skills to meet emergencies and natural disasters and participating in community services by actively involving in various campaigns and programs. Last academic year, various community related extension activities were organized such as Environmental awareness programs, Swachhta Abhiyan , Fit India Movement, vaccination awareness programs, Vigilance week, Poshan Pakhwada 2021, programs on Food and Nutrition and played the roles of community helpers at different places of city. The counseling cell provided helpline number in

the college website to provide counseling for all during pandemic.During pandemic more than 1000 face masks were prepared by the students of the college at home and were distributed by them in their neighboring areas.The formeer Principal of the college handed over these masks to the Supretendent of Police, Phagwara and distributed in the Civil Hospital, Phagwara as well. Online awarerness about Coronawas generated among people by NCC cdets and NSS volunteers.

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

5

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

7

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)	<u>View File</u>

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

706

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)	<u>View File</u>

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

NIL

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

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

NIL

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Kamla Nehru College for Women has a well-developed high-tech campus, it is equipped with modern facilities and learning resources to achieve academic excellence according to its vision and strategic objectives.

The facilities which have been shown below are all available and sufficient in this institute according to statutory body.

- **. All departments connected with internet connections,**
- **. Projector facilities**
- **. Class rooms**
- **. Indoor Auditorium:- a sound proof big hall(Auditorium),capacity of about 1000 students, green room, bathroom, sound mixer**
- **system with High quality speaker, sound proof system etc.**
- **. Seminar/conference hall with projector sound mixer and sound proof facility**
- **. Open stage,**
- **. Parking**
- **. Bus facility**
- **. Common room for girls**

- - . Waiting room
  - . Guest room
  - . Meeting room
  - . Science lab with projector
  - . Computer lab
  - . Cosmetology lab

. Home science lab

. Fashion designing lab

. Bus facility

- - Stress Management Lab
  - NSS Office
  - NCC Office
  - Music Room
  - Cafeteria
  - Library
  - Hostel
  - Gymnasium

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

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

The Institute, with its compulsory Core Courses and the continuous evaluation scheme, integrates sports and extra-curricular activities as essential components. This is done not only for participation but also for assessment of students.

The facilities which have been shown in this column for cultural activities, sports, games (indoor, outdoor) gymnasium, yoga centre etc. All these facilities are available in this institute according to statutory body.

Department of music

Year of Establishment :- 1965

. Music- Vocal subject has been running successfully for almost 55 years.

. Audio-video teaching are used.

. There are around 30 musical instruments in the department like:- 2 Manual Tanpura, 1 Electronic Tanpura, 5 Manual Tabla, Electronic Tabla, 10 Harmonium, Santoor , Dhol, Naal, Guitar, Mridhang etc. The Department Organized various Music Competitions, Seminar-webinar and cultural activities the department has participated in many music competitions and won prizes. Recording room is available also.

Youth welfare department organize various culture activities like Talent Hunt Competition, Zonal Youth Festival, Inter Zonal Youth Festival etc.

Department of Physical Education:-

Year of Establishment :- 1965

Physical education subject has been running successfully

Department has Basketball Ground, Badminton Court, Boxing Ring,

GYM Hall, Yoga Centre

Outdoor and indoor facilities etc.

The department has participated in many competitions and tournaments like;-

Inter- College Competitions, Inter-University and National Tournament

Cultural Activities: For cultural activities, we have a well lit and spacious auditorium where the students can showcase their talents.

Mini stadium: For the open air activities.

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.

8

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)

412830

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)

- Name of ILMS software : Biblosoft
- Nature of automation (fully or partially) : Fully
- Version : 3.00.0001
- Year of Automation : 2012

The Kamla Nehru College for Women library is a well stocked with more than 30,000 books, computerized ,hybrid library-a readers paradise, it provides a congenial and solemn atmosphere for the students with the sitting capacity of 250 readers having the facility of internet surfing. It houses numerous reference books, encyclopedias, journals in various subjects and languages coupled with extensive reading material . Separate cabins have been provided to the students pursuing higher studies. Various text related CD's are also available for the avid users which help them in academic activities to uphold institute teaching, learning and research objectives. Through the digital access the library has turned into effective building support for the learners.

An Esteemed software (BIBLIOSOFT)is running efficiently to automate various library related functions and activities, this integrated library management system efficiently meet the requirements of the library. It comprises modules which are helpful in house keeping function and day to day transactions including acquisition, circulation, cataloguing, reports and other utilities. Its OPAC module allows for searching of any book in the library by the user without any hassle. The special search option under the reports module helps the user to make different search by title, keywords, author, publisher, subject, accession number. The status of any book can also be checked and full detail of issued book can also be retrieved. The barcode facility of the software makes the circulation work automated and easy for the library staff.

The library is the member of NLIST (National Library and Information services infrastructure for scholarly content) which is jointly executed by the two largest Indian consortiums. UGC Infonet Digital Library consortium and the INDEST –AICTE Consortium for cross subscription of e-resources. Being a part of online database ,run by Inflibnet .It contains electronic information resources such as research articles ,e-journals, eBooks ,Literature etc of experts from various fields which provides multiples access

of 24 hours a day and 7 days a week , with 6,000 e-journals
and 1,99,500 e-books under NLIST and 6,00,000 e-book through
NDL which are now accessible to the user

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

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

File Description	Documents
Upload any additional information	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)

0.08

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

06

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

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

There are 260 Computers in 14 Computer Labs of which 10 labs are having internet with Bandwidth of 20 MBPS in the college. There are 7 browsing centers where students can use internet facilities. These facilities are updated time to time or as per the requirements.

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

4.3.2 - Number of Computers

260

File Description	Documents
Upload any additional information	**No File Uploaded**
List of Computers	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution

C.10 - 30MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

359534

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

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

Before the starting of every new session, a requirement is initiated from the various departments of the college duly recommended through their respective heads, students, faculty members, lab and support staff, and visitors to the college and also on the topical requirements, keeping in mind the technological necessities and insertion of new courses/ subject. Thereafter, a list with approximate costs and near availability of items / equipments etc. with maintenance facility is prepared for inquiry. After due verification by the 'Purchase Committee' w.r.t. specification and ensuring best quality with minimum rates, order is placed to vendors/ suppliers on the basis of quotations with prior sanction of Governing Council.

Trivial and emergency infrastructure maintenance requirements are not included in the action plan; they are rather met with immediately by the Principal. The outlay incurred is met from the financial grants received from funding agencies such as the UGC (if provisions allow), or from the management funds.

For best possible utilization of institutional infrastructure the foundation has a definite policy. The College timetable is made in such a way by the timetable committee in consultation with the Principal so that the entire academic and non academic infrastructure is utilized to the optimal. Requests for use of

college infrastructure by outside agencies are dealt with by the Principal directly. For the use of labs and related infrastructure departmental heads have been given powers to take decisions. The final decision in almost every case is made by the Principal.

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

91

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<u>View File</u>
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<u>View File</u>

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

61

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

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

C. 2 of the above

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

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

4

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

4

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

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

C. Any 2 of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

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

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

02

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**
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

63

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

01

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.

0

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

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)

Central Association of students is built up in the college in the starting of the academic session. This includes Head Girl, Vice Head Girl, Secretary and P.R.O's. The main focus of this team is to arrange an organize morning assembly, thought of the day, inter and intra college competitions. They are also responsible for maintaining discipline and cleanliness in the college campus. They also observe various days like National Voter's Day, Ozone Day, Republic Day etc. to make students aware of the Indian History, our rights and environment as well. Along with that, they also act as a bridge between students and head of the institution.

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

13

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

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 connects old students with the college and for the same purpose, virtual Alumni meet was held on May23,2021. The response of the students was overwhelming. Students from India as well as abroad joined the virtual meet and they were more than glad to meet their old buddies, their teachers and new Principal Dr. Savinder Pal. They shared their experiences with the group. Some of the students even sang some old songs. Everyone was overjoyed and enjoyed this event.

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

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

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

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision Statement: To Blossom as one of the Leading and Most Preferred Institutes with earnest endeavors to enhance its quality in imparting excellent education-vocational competitive to the highest academic standards with full devotion and dedication. Translating the dreams of the founders into reality, this prestigious institution:

• Creates and disseminates an atmosphere of learning and research.

• Ensures multidimensional personality development of the learners.

• Fulfills the needs of the country and the community at large.

• Adopts innovative methods of teaching.

• Nurturing talent and creativity, gaining knowledge and acquisition of skills.

Mission Statement: To Nurture, Nourish and Chisel our girls into a host of well-shaped individuals Self-reliant, Self-sufficient and Responsible Citizens, Leading to the upliftment of the society:

• Promotion of Social and National Integration.

• Preservation of our Indian Culture and Heritage.

• To make our college a landmark in the sphere of mass education.

• An effort to draw out the best in the students, to make them good human beings.

○ **Nature of Governance:**

To provide quality education that maintains speed and flexibility to produce competent professionals who are ready to accept the challenges of the world. Due to the ongoing pandemic we have adopted new techniques to provide quality education to our students via online sources and developed a global connectivity of the students with the entire world.

To imbibe quality consciousness at all levels of the faculty, we focus on the Motto "Vidya vicharite par upkari."

The vision & Mission of this Institute are in tune with the goals of Higher Education. The Formal and Informal arrangements in the isnstitute help to Coordinate with the academic and administrative Planning and Implementation reflect the Institute efforts in realizing its Vision.

- o **Perspective Plan:**

- **The perspective plan includes accreditation, updating research centre, centre of excellence and collaborations for higher studies and student placement. Maintaining good academic performance.**
- **Develop and implement an appropriate learning process for teaching Promoting a culture of research in faculty and students.**
- **Develop a comprehensive system of teaching and ensure transparency of the student assessment process**
- **Participation of the Teachers:**

Through participatory management, the powers involved in the various decision-making bodies of the institution. All decisions of the institution are governed by the board of management. Both students and faculty are allowed to give any suggestions to improve the excellence in any aspect of the Institute.

File Description	Documents
Paste link for additional information	http://www.kncw.org/mission-vision/
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 college advocates the practice of Decentralization and participative management not only in words but also in action.

- **Employees and other stakeholders help to keep a positive attitude that leads to improved performance, improved communication, high morale, motivation and job satisfaction. Believing in democratic values, the institution has decentralized and participative management.**

- Through advisory committee & HOD's of the Institute meet regularly to look at key issues regarding system Development, Implementation & improvement.
- The curriculum of all Courses is revisited on regular basis for improvement in order to keep pace with other Institutions and to meet the Changing Requirements of the students Corporate by Faculty groups.
- To commemorate the Eve of 400th birth anniversary of Shri Guru Tegh Bahadur, a digital conference under the guidance of the Principal was conducted in the college. It was followed by the publication of a book which was formed by collecting different research papers from renowned scholars and faculty from various colleges.
- Scholarly articles / papers written by scholars were invited to various zones in due course. At the same time, planning and organizing activities were undertaken. The book was published on June 30, 2021.
- Principal of the institute Interacts students regularly and take their Views which are duly considered for Implementation.

Institute has adopted a number of new initiatives and Practices through imaginative Leadership and Effective Governance. Such Initiatives have impacted the strategies adopted by the Institute in furtherance of its vision targeting at financial Management, Resource mobilization, effective utilization of Human Resources and Overall Efficiency enhancement.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Curriculum development

College is affiliated to GNDU, the curriculum development is managed by University. The development of Curriculum involves the Suggestions/ Recommendations of the Regulatory bodies. Inputs provided by the Faculty members of the College feedback from students and Current Advancement in the subject also taken into account. HOD's of the department propose the

additions/modification and the proposals are given to the University by the academic council.

Teaching and Learning

The College follows an academic Calendar for its academic activities. The students are provided course outlines and course schedules prior to the commencement of the Academic Session. The college makes all possible efforts to complete the Curriculum within the stipulated time frame and calendar. The college tries to shift the Teaching learning process from Teacher centric to students centric. Subject experts are invited for specialized inputs on regular basis.

Examination and Evaluation

An examination Department has been formed to reduce the error level in the tabulation and organizing the Examination. Regular Class test/mid-semester test/final exam are conducted. The college follows Computerized results processing system for error free results. Students are constantly involved and encouraged to present Seminars, PPTs and Group Discussions. Weightage is given to attendance to bring discipline among students. Remedial Classes for different streams are arranged for weak students.

Research and Development

In order to enrich the research environment in the college, the students are motivated to perform various in-house research projects. Our college has also developed a research centre in which a larger amount of research related material is available. Conferences, seminars and workshops at Institutional/State/National level are organized by different departments to empower research development.

Library, ICT and Physical Infrastructure / Instrumentation

Central library has sufficient space and infrastructure for reading purpose. The central Library and E-Learning centre cater to the needs of all the students. The college is committed to improve the teaching-learning process with modern aids. In accordance with the contemporary trends ICT tools are being used. It has created Smart- Class rooms with WI-FI Connectivity, LCD, Projectors with latest technology. Students are also provided with Internet and Xerox facilities in the library. With ever-changing trends in technology, we have subscribed to e-resources through

NLIST. A library committee has been established. Almost all the departments have their own book-banks from where students get the books issued.

Human Resource Management

Year End Appraisals of all staff members belonging to various categories is carried out with a view to acquaint the employee with their strengths and weaknesses. This helps boost the morale of the concerned resource and gives them an opportunity to further improve their efficiency in work. IQAC of the college help and motivate different departments to organize workshops, webinars and FDP's to offer a welcome change from the monotonous routine and act as a platform to learn and develop their capabilities in an interesting way.

Industry Interaction / Collaboration

Students are allowed to visit various industries as per their curriculum requirements. The syllabi of vocational courses are designed in consonance with the latest industry requirements in order to enhance the employability of the students. Various Industry-Academic interactions are also arranged. The students are regularly sent for different internships in addition to industrial trainings which are mandated under the syllabus provided by the University. The concerned teachers are also motivated to interact with the industry staff in order to get the best results out of such internships/trainings

Admission of Students

The admission notice is placed on the college website and newspaper to apprise the perspective students about various courses available with the institution.

- Fee concessions are offered to needy, meritorious and under privileged sections of the society like Scholarship under various schemes.
- College prospectus is published every year in which historic reference of the college, courses offered, admission criteria, admission dates, fee structure, academic as well as infrastructural facilities and academic activities are given.
- For publicity purposes pamphlets, booklets, posters and hoardings containing complete information are displayed at main public places and surrounding areas of the Institution.

- **Alumni of the college also help in the promotion of the admission process. The admission process of the college is transparent in every sense.**
- **Counseling is provided to aspirants as per their aptitude and others factors.**

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	http://www.kncw.org/iqac-2020-21-uploads/
Upload any additional information	**No File Uploaded**

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

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

The academic committee is divided on the basis of Curricular, Co-Curricular and Extension Programme. The Curricular committee,whose main work is to ensure smooth functioning of administrative work comprise of Admission Committee, IQAC, Examination Committee, Library Committee, Placement Cell, Time Table Committee, Advisory Committee, UGC Committee & Research Committee.

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

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the institution webpage	http://www.kncw.org/wp-content/uploads/2021/12/6.2.2-The-following-Chart-Present-the-Organogram-of-the-Institution.pdf
Upload any additional information	**No File Uploaded**

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user 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

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

- **Well-equipped and well furnished staff rooms for teaching and Non teaching with modern amenities (Like Micro-wave, Refrigerator, Air Conditioner) with a full time caretaker.**
- **Stress lab is available for peace to manage stress and restore mental balance.**
- **Open access library, research cabins for fully equipped with INFLIBNET are available to teachers and students alike.**
- **Maternity leave to female faculty is provided.**

- Medical facility and health centre available for Teaching and Non Teaching Staff.
- Canteen facility and mess facility at college during college functions.
- Provident funds facility available.
- ESI Facility are also Provided.
- Loan Facility are also Provided.
- Hostel arrangements for female employees and best accommodation facilities for class four employees.
- Gratuity facility are also Provided for both Teaching and Non Teaching staff.
- Fee concession facilities are provided for non teaching employees(Class four)

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

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

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

0

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

01

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
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

05

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

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

There is a well developed appraisal system in the institution. In every year it is worked on regular basis. Appraisal system measures employee's performance based on previously agreed goals and set their future objectives. It helps management in

identifying both achievements and shortfalls in performance and also gives a framework to guide future improvements. It is mandatory for every teacher to fill the appraisal forms and submit it to the principal for further evaluation at the end of every year. The principal of the institution then discuss with respective HOD's about the Performance and then take decisions.

Another measure to assess faculty is by means of the Annual Performance Appraisal Report (APAR) submitted at the end of every academic cycle. The objective of the APAR is to highlight faculty member's role and performance for the past year and it also summarizes the expectations from the faculty for future development. The reporting authority reviews the nature and quality of work faculty performed annually based on the parameters such as knowledge of sphere of work, analytical ability, initiative taken, ability to inspire and motivate, supervisory ability, inter-personal relations, and teamwork are further considered and incorporated in decision making process for continuous improvement

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

6.4 - Financial Management and Resource Mobilization

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

College audit is done on regular basis before the finalization of Balance Sheet. One internal audit is done by internal auditor/CA. Quarterly Internal Audit is conducted by auditors /CA firms appointed by the organization. The Internal Audit is entrusted with the job of checking the payments, approvals, compliance of rules and regulations. Proper deduction of income tax, timely deposit of TDS, GST etc are checked by internal auditors. The Audit party also checks whether accounting standards have been followed for true and fair disclosure of financial statements. The audit also checks the budgetary compliances. The Internal Audit is conducted quarterly to ensure timely and proper deposit of statutory dues, budgetary control, compliance of sanctions and approvals, check for any payment irregularity etc. Overall compliance and proper record keeping and compliance of accounting

standards by the Institute is also finally checked by the statutory auditor every year. The deviations if any are reported to the Management in the Independent Auditor report or the observations /deviations in the accounts found out in the audit are discussed and sorted out with the Management before preparation of Final accounts.

In Addition to this an external audit is also carried out by Audit Organization of Punjab Govt. final audit is carried out by the auditor General of Punjab Govt

The Financials were prepared by the Institute under the supervision and guidance of Internal Auditors/Statutory Auditors. The deviations are reported to the management in the form of observations by both Statutory and Internal Auditors. These observations are discussed, issues sorted out and corrections carried out in complied to by the Institute.

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

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

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

566000/-

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

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

The institution has a well developed mechanism to monitor effective and efficient utilization of available financial

resources for the development of the academic process. It has different Committees like UGC Committee, Purchase Committee, and Library Committee etc. Purchase Committee takes care that purchasers are done properly UGC Committee monitors the mobilisation of funds and makes sure that the funds are spent according to the pre-decided allocation. Library Committee takes care that the resources in the library are utilized optimally. Some funds are allocated for the social service activities as a part of social responsibilities through NSS, NCC and different clubs. To ensure the optimum utilization of resources, the Principal issues the directions for conducting regular internal audits from CA and External audits from the government so that the mobilization of the resources is being done properly. The optimal utilization is ensured through encouraging innovative teaching learning practices. The college follows cent percent transparency in the use of funds.

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

IQAC, KNCW organizes workshop, Training programs for faculty members periodically to upgrade teaching learning process specially development of E-Content and video lecture. Faculty training program for development of e-content and use of e-resources on teaching and related activities. During pandemic various webinars were conducted for the faculty as well as students to upgrade their knowledge and skills.

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

Nil

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	http://www.kncw.org/wp-content/uploads/2021/12/Annual-Report-2020-21PDF.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

Measures taken by college for gender equity and sensitization in curricular and co-curricular activities for which speakers from prominent field are invited to deliever lecture session highlighting the importance of women in the society .The Women cell, legal literacy cell, Grievance Redressal Cell, Stress management cell, NSS Unit ,NCC Wing and youth welfare club contribute by their activities for gender sensitization.

- NCC,NSS and Youth welfare club celebrated "International Women Day" on 08.03.2021
- NSS Unit and Home Science Department Celebrated "Poshan Pakhwada-2021"which was an online inter college competition on the theme of overall nutrition, immunization, health and hygiene.
- The department of English conducted an online inter-class slogan writing competition on the topic "Women Empowerment" on 28.04.2021
- The Legal literacy cell in collaboration with IQAC organized a webinar on the topic "Women and Gender Legal Rights" in India on 08.05.2021
- The Psychology department in collaboration with IQAC organized a webinar on "Combating Pandemic Stress "on 15.05.2021
- CCTV camera and trained security guards are stationed across the campus.
- Suggestion boxes are placed at different locations in the college.
- Common room for facilitating meetings and discussions by the students.
- About 1000 face masks were made by the students and faculty members which were distributed among COVID Warriors and nearby villages.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://www.kncw.org/wp-content/uploads/2021/12/7.1.1-Gender-Equity-New.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

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	[View File](#)
Any other relevant information	**No File Uploaded**

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

Solid Waste Management:

- **To reduce waste at institute students and staff are educated on proper waste management practices thorugh lectures, advertisement on notice boards,displaying slogan boards in the campus.**
- **Waste is collected on daily basis from various sources and is separated as dry and wet waste.**
- **Colour coded dustbins are used for different types of wastes. Blue for paper, Green for glass , Yellow for plastic and Red for metals.**

Liquid Waste Management:

- **Liquids are diluted by getting mixed with washrooms and toilet liquid wastes into the common drainage.**

Biomedical waste management

- **Not uploaded**

E-Waste Management:

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

Waste recycling system:

- **Efforts have taken to produce compost manure from certain solid waste from other sources and efficiently run by the students . Manure is used for the purpose of herbal garden.**

Hazardous chemicals and radioactive waste management

Not uploaded

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	<u>View File</u>

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

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **B. Any 3 of the above**

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

File Description	Documents
Geo tagged photos / videos of the facilities	<u>View File</u>
Various policy documents / decisions circulated for implementation	**No File Uploaded**
Any other relevant documents	**No File Uploaded**

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

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

D. Any 1 of the above

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

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

B. Any 3 of the above

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

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

Student's all round personality development is the main objective of the college . The college encourages to the students for the participation not only in the college activities (cultural & academic) but also in inter-college and inter-university level competition and give an exposure to their best qualities through various activities .One of the important ways to achieve gender equality is to have a safe space that will not represent injustice and violence against women. Deliberating of this fact, college women cell was formed to look into sexual harassment complaints. Following which the women cell promote women's empowerment and gender equality. College also formed a stress management lab, in which students discuss their problems regarding their mental health and social problems with the counsellors. There is Grievance Redressal Cell in the institute like student grievance redressal cell which deal with grievances without considering anyone's racial or cultural background. Institute has code of ethics for students and a separate code of ethics for teachers and other employees which has to be followed by each one of them irrespective of their cultural, regional, linguistic, communal, socioeconomic and other diversities.

http://www.kncw.org/wp-content/uploads/2021/12/Institutional-efforts7.1.8.pdf

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

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

The teachers influences and sensitization of students through instruction and college arranged many activities like workshop on yoga, healthy life style and extension lecture on nutritious and healthy diet. The college has always promote the awareness about various National Identities and symbols. The Indian Tri-colour standsat the centre of the college. So that college give the message of nation first policy. Various departments of the college

celebrates the IndependenceDay, Republic Day, Gandhi Jayanti, Voters Day, Earth Day, World Ozone Day, Nutritional Week Martyrs Day of Shaheed Bhagat Singh etc. Various activities like Poster Making Competition, Slogan Writing, Rallies and also doing academic activities like Seminar, Extension Lectures, Export Talks etc. arranged by departments, which have enrich the awareness about these aspects. The specific goal of the college is to make the girl students self reliant. For this purpose college run many vocational courses. Other than this, college management encourages the staff members to attend workshop/ conferences/lectures/FIP organized by other educational institutes as part of formal training. College provides duty leave to their staff members for attending these activities .

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	http://www.kncw.org/wp-content/uploads/2021/12/7.1.9-Sensitization-of-students-New.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

B. Any 3 of the above

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

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

Various department organized national and international commemorative days, events and festivals every year so that students know about their culture and heritage. Political Science department celebrate voters day, constitution day, republic day, Social Justice day and Gandhi Jayanti .History department celebrated the birth anniversary of Sardar Vallab Bhai Patel, commemorate Shahid Bhagat Singh. Hindi department celebrated Hindi Diwas international days like Ozone Day, Earth Day and National Science Day

- **Political science department organized a poster making competition on 28.07.20.To commemorate the 4ooth Birth anniversary of Guru Teg Bahahdur ji**
- **Physical department organized a webinar on "international yoga day" on 21.06.21,resourse person was Ms. Preeti Yoga trainer ,Jalandhar.**
- **Science department organized a slogan writing and poster making competition on 7.04.21 on world health day.**
- **Science department organized a webinar on "Earth Day"on 22.04.21,Dr. Vanita Chahal give ppt on "Mother Earth-A solitary planet to sustain life.**
- **Science department celebrated "Environment Day" on 05.06.2021and organized a poster making ,slogan writing competition.**

http://www.kncw.org/wp-content/uploads/2021/12/national-and-international-commemorative-days-events-and-festivals-7.1.11.pdf

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

7.2 - Best Practices

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

1. 1. Title : "Mission We Care Scheme"

2. Objective of the Practice:

a. To help diverse students in achieving their educational goal.

b. To provide inclusive , caring and accessible learning environment to the students.

c. To make the student more confident for facing the challenges they encounter in their day to day life.

d. To embody compassion ,empathy and respect for whatever individuals bring to the learning experience.

3. The Context :

Students basically coming from rural areas need special attention. So the motive behind it is to develop

and focus on the physical , emotional and economic well being of students through which they can with

an ease achieve their educational goal and feel more confident for facing the challenges encountered by

them.to bring them at par with the current scenario faced by the world and to make them capable beings to face the competitive world ahead of them

4.The Practice:

Through this program teachers give personal attention to a group of 25-30 students which also include

solving their personal and professional issues .Along with keeping a detailed record of student academic it also includes entertaining various grievances of the students and provide them with motivational

lectures to boost their morale .the full fledged record of the students 's personal ,academic ,non academic and co curricular activities are maintained under this programme . The records for improvement in the performance of all the students which is accessed through the continuous class test and mid semester test is also maintained.

5. Evidence of Success:

This scheme imparts success rate as the students performance academically becomes higher which in turn increases level of confidence in them and motivate them to shine in all other fields of their life.All the student details is available with the mission we care incharges which reduces time wastage in looking for the student's data in the different files in the office . All the teachers can readily and easily connect with the parent and guardians of the students ,if needed for any purpose.if the data for any old student is needed the mission we care incharges can provide the students with it.

6.Problems Encountered and Resources Required:

A few students were observed having shyness in their behavior ,so they show low level of interaction with their teachers .Some of the students did not even contacted their concerned teachers and did not come forward with the follow up. Some of the students did not have mobile phones and those who gave the phone number were some times out of reach or not available ,hence it was very difficult for the mentor to give the proper information or seek their feedback.

2. 1. Title: 7-Days FDP on "Use of computers in an Educational setup" from 22th April, 2021 to 29th April, 2021.

2. Objective of the Practice:

A) To teach the participants to prepare brochures.

B) To make the participants Computer literate.

c)To make studies more interesting with the help of computers .

d)To help all the participants learn to develop problem solving skills.

e)To make the participants more computer savy.

3. The Context:

This seven day workshop was aimed to educate the participants how computers have revolutionized the way of study while making education smoother and quicker. It helped the participants to understand a particular topic or idea in a simple way. In the workshop ,the participants learnt to create presentation slides ,to prepare software for making notes for delivering lectures. In nutshell ,as computers help the education world and it helped the participants also in changing the way they work and learn.

4. The practice:

The workshop was conducted by three faculty members from the Computer Science department ,in which staff members were educated how to be proficient in using MS Word ,MS Power point .They were also taught to create Brochures , prepare Power point Presentations ,E-Certificates and Google Forms.It helped teachers to connect ,communicate with students creatively and more freely .To make the teaching more effective and innovative ,basic knowledge was imparted to teachers .The skills taught in the workshop made the teachers more learned in the subject.

The participants were taught to prepare the Google form /feed back form in order to give the feedback for the workshop ,webinar ,conference attended by them during the covid-19 Pandemic period.

5. Evidence of Success:

The workshop was attended by 25 faculty members .They were all excited to learn different things in the workshop . They actively participated and interacted with the speakers of the workshop.

6. Problems Encountered and Resources required:

As the participants were from different streams some of them were not computer literate. So it was not easy to teach them to make proper use of computer and some of them even did not have personal computer at home While making Power point Presentations the participants were not able to understand the various formats and layouts which were required to present the different ideas As all the participants had always been in contact hard copies of the

File Description	Documents
Best practices in the Institutional website	http://www.kncw.org/wp-content/uploads/2021/12/best-practices-2020-21.pdf
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

The college being a premier girls institution of Phagwara,endeavorous to impart quality education to the female students which helps them to develop and grow in an environment that nurtures their intellectual, emotional as well as their ethical powers. KNC is performing its pious task of imparting value based skill education to young girls most diligently so as to transform them into responsible citizens of the society,all been possible because of undeterred zeal,zest, committed faculty which has helped in nourishing them into responsible ,more aware,awakened individuals.fee concessions and scholarships are generously awarded to the deserving students.Some kind of sister concession is also given to sibling.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The University designs, revises and improves the quality of syllabi of all the affiliated colleges. Many of the faculty members are a part and parcel of various academic committees formed at University level. The university provides the details of meetings of various committees and these committees provide the feedback of course curriculum to improve the quality of syllabi. However there is a strong mechanism at college level also for effective curriculum delivery.College has formed academic calender committee that prepares academic calender.The Time table committee prepares Time-Table in order to make the teaching learning process go smoothly.They are also made aware about the reference books and other relevant material available online as well as offline. The departmental meetings are regular features where all the future plans are discussed by all the members of the department. Other than lectures and seminars, various new techniques are also being used like power point presentation, audio visual aids, e- books, e libraries and smart boards etc. The needy students are also provided with extra help through remedial classes and special tests wherever and whenever required. The effective curriculum delivery through a well planned and document process is the first and foremost objective of the institute.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	http://www.kncw.org/wp-content/uploads/2021/12/Academic-Calendar-2020-21-1.pdf

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

Our college prepares an academic calendar before the beginning of each semester in accordance with university calendar. The calendar contains all the details of admission schedule, important dates, teaching learning schedule, examination

schedule along with co- academic calendar. The registrar office of the college prepares institute level calendar. Afterwards each and every department prepares its calendar accordingly. The college calendar is uploaded on college website and displayed on notice board. The departmental calendar comprises of extension lectures, seminars, workshops, field visit, educational trips and other activities. Our continuous internal evaluation is comprised of internal assessment test, assignments, project works, presentation etc. The calendar is strictly followed by all the departments. CIE is done by the registrar office. As per the given instructions the question papers are prepared and submitted by the various heads. The students are provided with well planned date-sheet. After the conduction of examination, the duly checked answer scripts are shown to students and result is prepared on the basis of their performance in theory and practical examination. The tentative and final dates of university exams are informed to students time to time. Students 'attendance and their overall performance is conveyed to parents through Mission We Care Programme. The calendar is updated and revised whenever required.

File Description	Documents
Upload relevant supporting document	No File Uploaded
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	C. Any 2 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

Nil

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

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

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

Nil

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

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

Nil

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

1.3 - Curriculum Enrichment

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

Value added courses

Number of students enrolled

Drug Abuse

120

Environmental studies

125

Drug education enables students to develop the knowledge, skills and attitude to appreciate the benefits of living healthy. Drug education educate students about the danger of substance use and equips them effective refusalskills to implement when confronted with negative peer pressure associated with illicit drug use. It educates them about consequences of drug abuse on individuals and their families, society and nation. As per drug education curriculum, students are expected to acquire awareness about role of family, school, college, media in the medical, psychiatric and social management, meaning, nature and extent of drug abuse prevention and controlling of drug abuse.

Environmental education helps students understand how their decisions and actions affect the environment. Also it exposes students to the real situations in their surroundings to help them connect, be aware of, appreciate and be sensitized towards the prevailing environmental issues. As per EVS curriculum, students at college level are expected to acquire awareness about wider surroundings. It raises awareness of issues impacting the environment and also teaches students to explore

all the problems related to environment and engage in wise ways of preserving it.

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

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

01

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

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

02

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	[View File](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	**Nil**
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	**No File Uploaded**

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	**Nil**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

710

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

320

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

- **As soon as the students are admitted to our institution we try to identify the students as slow learners and advanced learners taking class tests. We interaction with the students in the class room and check their performance in the class tests.**
- **After we come to know of the students level. We start remedial classes for the weak students and try to improve their performance. We give them extra coaching for improvement in their performance. We give them extra coaching in their respective subjects. Extra coaching helps the students be better in their subjects. An addition to extra coaching, extra books are issued to the students from the departmental library. Hence slow learners are given extra attention. We ensure that slow learners clear all their courses written the stipulated period.**
- **Advanced learners are given special guidance. They are provided with extra books to develop their knowledge. They are given model question papers to solve. They are motivated to spend their time in the library and read extra books to perform better in future. They are encouraged to attend Seminars and workshops so that may be exposed in their concerned subject. Different exhibitions, elocution and debate and quiz etc. are organized for the advanced learners so that they may prove their abilities. Guest lectures are also organized to enhance the knowledge of the advanced learners and motivate them to further work hard.**

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
710	**55**

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

2.3 - Teaching- Learning Process

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

- **Student Centric Methods such as experiential learning, participative learning and problem solving methodologies are used for enhancing their learning experience.**
- **For enhancement of learning experience of the students teaching learning methods have been adopted by the faculty members which include interactive learning methods, Project –based learning, Computer-based learning, experiential learning etc. The teaching-learning activities are made effective through special lectures and illustrations.**
- **Interactive lectures are delivered by the teachers in which students actively participate. Group discussions, role-play, subject quiz, news analysis, educational games and discussions are done for students to use their problem solving ability.**
- **For the better learning experience of the students the classrooms are enabled with ICT technology which includes Wi-Fi, LCDs, language lab, Smart Classrooms and E-learning resources. Apart from these, the virtual guest lectures of eminent personalities help the students to develop their knowledge on core subjects. With regular online grammar tests, practical sessions and use of printed as well as non-print material achieve an all-round development.**
- **Lectures: This standard method of teaching is adopted by**

all the teachers and specially by the language teachers for the explanation, interpretation and revision of the subject matter.

- Case study, seminar and surveys: Seminars are held in the college by various departments like Commerce in which they are encouraged to write research report.
- Projects and Experiments: The students are involved in Projects and various experiments by the department of Zoology and Botany in which they are encouraged to write research report.
- Field Work and Community Outreach: The field work is taken up by the students of Commerce, NCC and NSS in which the students of Commerce are taken on field trips to industrial areas. NCC and NSS students partake Public Awareness Programs for their development and development of society.

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

With the fast facing technology it is important for the students to learn and master the latest technologies along with education. As a result teachers use the ICT enabled tools for the effective teaching. PCs, LCD, Projectors, Softwares are available for the students. The college also have 9 ICT enabled classrooms and true smart classrooms which help in the effective learning of the students.

- Teachers take online classes of the students through Zoom, Google Meet, Google Classroom etc. The recordings of these lectures are available for future reference.
- All the faculty members are encouraged to use Power Point Presentation during their lectures which they prepare using online search engines and websites.
- Quiz Competitions are organized by the departments to check the Students Progress via Google forms and google sheets.
- Seminar and online functions / competitions are organized students farewell was organized by the online mode.

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

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

53

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

2.4 - Teacher Profile and Quality

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

12

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

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

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

12

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

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

2.4.3.1 - Total experience of full-time teachers

55

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.

- **For upgrading and enhancing the quality of the students the academic performance is evaluated throughout the session. For the internal evaluation the procedures and mechanism followed are as per the GNDU guidelines, in which two internal Sessional exams are conducted by the college before the final semester examinations. In the summer session Group discussion, Paper Presentation and viva-voce is conducted by the respective departments. During the winter session two internals are conducted in the month of September/ October and March. For the practical oriented exams practical exams are conducted before the beginning of Final theory papers. Students are notified of the mid-semester results within a day of declaration of the result.**

- **Latest and continuous information regarding the syllabus and evaluation regarding the syllabus**

- **Latest and continuous information regarding the syllabus and evaluation process is given to the students at the beginning and during each session.**
- **For the evaluation of the students regular house exams, monthly tests, attendance, projects presentations, departmental lectures and model making are conducted.**
- **Students are shown the results and answer sheets of the monthly test as well as mid-semester tests so that the students can discuss as well as work on their weaknesses.**

Attendance Requirement:

- **The students are required to attend a minimum of 75% of lectures in each class as well as 75% of the laboratory work.**
- **Mechanism to deal with Internal Examination related grievances is transparent, time bound and effective.**

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

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

- **Various Provisions have been made for the redressal of grievances and concerns of the students.**
- **The subject teachers show the answer sheets for class tests and house tests to the students to maintain full transparency in the marks. The doubts and concerns in these examinations and tests are addressed by the subject teachers.**
- **For giving any feedback the students are encouraged to use the suggestion box.**
- **For any other grievances the students can meet the Controller of Examination and the Principal.**
- **For any grievances at the university level regarding the evaluation the college at its own level takes up the problems of students to the concerned authorities at the University Conduct Branch.**
- **If the students are not satisfied with their marks of any**

- subject in the final exams they themselves can take up their case and can file for re-evaluation of their mark sheet, within 15 days of the declaration of result as per the University guidelines.
- If the students feel that something unfair has happened to then they can directly lodge a complaint at the GND University Website. Where the grievance of the students can be taken up by the University authorities.

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.

Name of the Programme

Program outcomes

Course Outcomes

BCA

- Software Developer
- Banking
- Web Designer
- Multi Media
- Data Entry Operators

- Basic knowledge of Computer Architecture.
- Computation Problem solving.
- Basics of Digital Electronics.
- Usage of Internet Application and Web Technologies.

BAJMC

JMM & Elective Subjects

- Radio Jockey
- News Reader

- News Anchor
- News Reporter
- Video Jockey
- Photographer
- Videographer
- Audio/Video Editor
- Event/ Production Manager
- Script / Content Writer

- Expertise in handling sophisticated instruments related to Journalism like tele-prompter, video cameras, still cameras.
- Press notes, news making , editing, publishing.
- Video graphy of short movies and documentaries.

- Skills of interview, news correspondents, journalists and advertisement making.
- Students learn handling of audio visual instruments.

B.Com

- Jobs in Industry / MNC's
- Banking Job
- Work with CA's for tax calculations
- Job as Tally expert for account keeping

- Basic knowledge of accounting and finance.
- Knowledge of business regulatory framework and management practises.
- Specialized and practical knowledge of tally and taxation.
- Preparation for challenges in job market.

M.Com

- Competitive Exams
- Research
- Teaching, Banking, Insurance
- Jobs in Audit Firms and Allied Sectors.

- Development of specialized skills in accountancy, banking, finance and insurance.
- Caters to the contemporary needs of industry and academia.
- Thorough understanding of corporate laws, legislation, management and taxation.

BBA

- Entry level jobs in Government/ Non Government Sectors.
- Jobs in Marketing and Sales department as trainees.
- Own a Start up Business.

- Understanding of basics of Business Organisation and environment at global level.
- Expertise in processing business information.
- Specialized training for understanding consumer, customer relationship and organisational behaviour.

B.Sc. (Med.)

- Lab Technician
- Nutritionist / Dieticians
- Genetic Research
- Agriculture Research
- Analytical Chemist
- Immunology Expert
- Biologist

- Knowledge of biological instrumentation.
- Better awareness of environmental issues.
- Bio waste management techniques.
- Use of Biotechnology for healthier lifestyle.
- Basics of genetics and forensic science.

B.Sc. (Non Med)

- Combined Defence Services
- Astronomy
- Aeronautics
- Petroleum Industry
- Civil Services

- Techniques of wise use of water resource management.
- Understanding of problems of ozone depletion and global warming.
- Development of analytical faculties.

B.Sc. (CS)

- Data Entry Operator
- Data Analyst
- Software Developer

- Banking Industry Jobs
- Hardware Technicians

- Wide knowledge base of computer and computer programming.
- Combined use of mathematics and computer science for fields like mobile designing, web designing etc.
- Ability to develop computer software and programs for customized needs.

M.Sc. (CS)

- Software Engineer
- Data Analyst
- Banking
- Teaching
- Research

- In-depth knowledge of techniques and technologies used in Computer Science.
- Enhancement of skills and knowledge for developing of innovative projects in Computer Science.
- Expanded knowledge and expertise in Cloud Computing, Image Processing, Analysis of Algorithms, Distributed Data Base etc.

M.A. Punjabi Punjabi (Hons)

Punjabi as an Elective subject in B.A.

- Teaching profession
- Radio/ T.V. Programme
- Producers, Anchors, News Readers, Jockey.
- Proof Readers, Sub Editors, Editors for Magazines and Newspaper.
- Computer Typist
- Jobs in Language Department
- Researchers
- Can Work as subject expert in foreign countries.

- Enhancement in the knowledge of mother tongue.
- In Punjab, Punjabi being an essential requirement for government jobs, the employability of students get enhanced.
- Connecting the youth with the roots of their folk culture and traditions.
- Literature instills new ideas and thoughts.

M.A. Hindi

Elective Hindi

- Teaching profession
- Radio/ T.V. Programme
- Producers, Anchors, News Readers, Jockey.
- Proof Readers, Sub Editors, Editors for Magazines and Newspaper.
- Computer Typist
- Jobs in Language Department
- Researchers
- Can Work as subject expert in foreign countries.
- Hindi officers in Banks and Government Offices.

- Besides mother tongue, students get acquainted with the use of national language.
- Opens career avenues for students in government officer, banks, corporate offices.
- Reading of Hindi Literature acquaints students with deep rooted knowledge of Hindi mythology, Hindu Philosophy and Hindu way of life.

Sanskrit as on Elective in B.A.

- Translator
- News Reader
- Teaching
- Competitive Exams
- Higher Studies

- Enhances knowledge of Sanskrit.
- Acquaintance with Vedas and Puranas.
- Keeps students rooted with Indian culture.

General English and Communication Skills in UG/PG Classes

- Teaching
- Clerical / Office Jobs
- Office Secretary
- Language Trainers in IELTS Centre

- Students from remote rural areas get sensitized with the basics of this international language.
- Disadvantaged students are taught nuances of English

usage, using facilities available in the language lab.
- Students learn to conduct, speak and express themselves confidently in English which is must for employment today.
- Prepare students for global communication.

M.A. Pol. Sc. And as an Elective subject

- Research Work
- Teaching
- Competitive Exams
- Insurance, Banking Railways
- Jobs in Journalism

- Understanding of the political system of the country.
- Better knowledge of working of government at local, state & centre level.
- Awareness about important political issues.
- Knowledge of international relations.

M.A. Eco. & Eco as an Elective subject

B.Sc. Eco

- Teaching
- Career in Banking
- Finance and Co-operative Sector
- Jobs in field of Statistics, Data Analysis.
- Economists
- Research

- Provides Basic knowledge of Economy of the country and related problems.
- Understanding of Micro Economic concepts like consumer behaviour, producer behaviour, market reforms.
- Exposure to macroeconomic subjects essential for policy making.
- Better understanding 8 liaisons between International trade and domestic policies.

M.Sc. FD

B.Sc. FD

PG. Diploma in FD

- Own a Boutique
- Freelance Designer
- Computer Aided Designer
- Hobby classes in stitching, fabric panting and printing.
- Jobs in Fashion Industry
- Accessories Designer
- Fashion Illustrators.
- Pattern maker and graders in Garment Construction units.

- Knowledge of Garment Designing
- Expertise in pattern making, weaving, knitting, block printing etc.
- Gaining proficiency in graphic designing.
- Analysis, identification and usage of various fabrics.
- Successful handling of fashion shows and exhibitions.

Psychology Hons and as an Elective subject in B.A.

- Counselling Clinics
- Research
- Trainer for slow learners
- Behaviour Therapists
- Clinical Psychologists
- Jobs at De Addiction Centres
- Jobs in Schools and Hospitals
- Trainers for children with special needs.

- Deeper and better understanding of behaviour and related problems.
- Knowledge of mental and stress related disorders.
- Knowledge of experimental and abnormal psychology.
- Knowledge of various Addictions.
- Proficiency and knowledge of various therapies and counselling skills.

History as an Elective subject in B.A.

- Teaching
- Government Jobs
- Competitive Exams
- Further Students

- Enhances knowledge of History of Punjab and Sikh religion.
- Detail knowledge of History of India
- Enhancement in general knowledge.

- Helpful for cracking competitive exams.
- World history and its impact on our culture.
- Learning from the past.

Home Science

- Start small scale industry
- Hobby Classes in Cooking, Stitching, Painting and Embroidery.
- Day care centre for children.
- Teaching
- Jobs in Garment / Textile Industries.
- Self Employment

- Useful for girl students as it equips them with the knack of home management.
- Development of Aesthetic Sense.
- Basics of personal Hygiene and physiology.
- Basics of food and Nutrition.
- Knowledge of Child Development
- Family resource management.

Music Instrumental Vocal

- Signer/ Artists
- Accompanist
- Stage Performer
- Music Composer
- Music Director
- Jobs in Media
- Own a Studio

- Knowledge of Basic raga, taals, Rythms of Indian Classical Music.
- Knowledge and usage of music instruments like Sitar, Tabla, Harmonium etc.
- Theoretical and Functional knowledge of music.
- Enhancement of cultural and creative skills.
- Analysing and Synthesising of music.

Fine Arts

- Artiest
- Own a Art Studio
- Art Teacher
- Hobby Classes

- Sculpting
- Designers in Media
- Higher Studies

- Basics and History of Art.
- Enhancement in creative and aesthetic abilities.
- Increases appreciation for Visual Arts.
- Knowledge of popular traditional and Modern Art.

Cosmetology as an Elective Sub

PG Diploma in B.Voc (B&W)

CC (B&W)

- Cosmetologist
- Technical Instructor in Cosmetic Companies
- Tricologist (Treatment of Hair)
- Assessors and Co-ordinator in Sector Skill Council.
- Make-up Artist.
- Facial/Spa/ Aroma Therapist.
- Hair Designer / Stylist
- Manufacturer of Beauty Products.
- Nail Therapist
- Own a Salon

- Basic knowledge of Yoga and Physical exercises.
- Knowledge of personal hygiene and personal grooming.
- Understanding the anatomy of facial skin, facial muscles, problems and treatment.
- Understanding of anatomy of Hair & Scalp and its care taking techniques.
- Skills of Hair Colouring, Smoothening, Rebonding and Hair Styles.
- Equips the students with latest techniques of make-up and cosmetic products.

Physical Education

- Gymnasium Instructor
- Personal Physical Trainer
- Martial Art Trainer
- Sports Person
- Jobs in Police and Defence Services.
- Teaching

- **P.E. Teachers.**

- **Enhances the physical and mental abilities of the students.**
- **Basics of physiology are imparted.**
- **Improves qualities of hard work, team work and leadership.**
- **Knowledge of basics and rules of various games.**

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

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

The institution/ college has a system for measuring the levels of course outcomes and program outcomes.

Attainment of Course Outcomes:

The Course Outcomes in measured through syllabus, completion of syllabus, continuous evaluation (Class Test and Mid Semester Tests), setting up of question papers, evaluation and result. At the departmental level the Heads of department and the teachers who are engaged in any class strive to complete the courses in time and in some cases extra classes are conducted for the students who are indentified as relatively average.

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

Attainment of Programme Outcomes:

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

The feedback system which is placed in the college helps to measure and reckon the attainment of the programme outcomes. The online student feedback system provides information pertaining to the relevance of the course and availability of the course material which are pertinent questions and which help the college to measure its learning outcomes.

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

287

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

2.7 - Student Satisfaction Survey

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

http://www.kncw.org/wp-content/uploads/2021/12/Student-Satisfaction-Survey-2020-21.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

NIL

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

12

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

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

- KNCW has created eclectic environment for expanding horizon by inculcating knowledge through various models of information. It has, over the period of time, organised various webinar's which are educational and empirical in nature. Faculty is encouraged to undergo various developmental programs and also to participate in varied informative programs like seminars, workshops, webinars,etc as to inculcate new knowledge and awareness amongst students and faculty members in general. Various activities are conducted to nurture and nourish youth's minds. These activities helps students to understand the various problems faced by the society. It enables them to find out solutions on them.

- IQAC Committee organised a successful webinar on 'Effective governance and leadership for higher education' and 'uses of IPR Research in business and industry'. Webinar on 'GST Drive' was organised by commerce department. Department of Music, organised webinar on 'career opportunities in the subject of music'. Department of English organised webinar on, the importance of communication skills in current scenario'. Department of Psychology organised two webinar's on 'behaviorisms-A theoretical and practical perspective' and 'combating pandemic stress'. Department of economics and Department of science, organised webinar on ' Three Farm Bills and India's Rural Economy and 'Importance of Milk and Milk products in Diet'. Webinar on

- 'Environmental mutagens' was organised by Dept of Botany. Department of Home Science organized a webinar on "Nutritional needs during Adolescence". On October 17, 2020 NSS department hosted a webinar on "Training in the field against misinformation, empowering citizens in India through NEWS and information literacy". "Poshan Pakhwada 2021" was celebrated by Department of Home Science and NSS Unit from 21 to 31st March,2021.

- All these webinars have imparted knowledge in various aspects. Due to the pandemic, new teaching pedagogies has been used for academic subjects. Also number of Job oriented courses are offered in the institution. Vocational course such as B.Voc in Beauty and Wellness and Post graduate diploma in Computer Applications are skill enriching value added courses which prepared students for innovation and entreprenurship. For effective transfer of knowledge project works and fiels visits were also organized.

File Description	Documents
Upload any additional information	No File Uploaded
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

2

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

NIL

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	**No File Uploaded**

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

10

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

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

Kamla Nehru college for women, Phagwara promote extension activities in the neighborhood community for sensitizing students to social issues and their holistic development. The college provide the students with an opportunity to extend their classroom knowledgement into practical experience. Through diverse community oriented programs and activities focused and holistic development of students with community the NSS, NCC, counseling cell and the department of psychology of the college aim at developing to the community utilizing their knowledge in finding solution to community problems, acquiring leadership qualities and democratic attitude, developing capabilities and skills to meet emergencies and natural disasters and participating in community services by actively involving in various campaigns and programs. Last academic year, various community related extension activities were organized such as Environmental awareness programs, Swachhta Abhiyan , Fit India Movement, vaccination awareness programs, Vigilance week, Poshan Pakhwada 2021, programs on Food and Nutrition and played the roles of community helpers at different places of city. The counseling cell provided helpline number in the college website to provide counseling for all during pandemic.During pandemic more than 1000 face masks were prepared by the students of the college at home and were distributed by them in their neighboring areas.The formeer Principal of the college handed over these masks to the Supretendent of Police, Phagwara and distributed in the Civil Hospital, Phagwara as well. Online awarerness about Coronawas generated among people by NCC cdets and NSS volunteers.

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

5

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

7

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

706

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

NIL

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

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

NIL

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Kamla Nehru College for Women has a well-developed high-tech campus, it is equipped with modern facilities and learning resources to achieve academic excellence according to its

vision and strategic objectives.

The facilities which have been shown below are all available and sufficient in this institute according to statutory body.

- . All departments connected with internet connections,
- . Projector facilities
- . Class rooms
- . Indoor Auditorium:- a sound proof big hall(Auditorium),capacity of about 1000 students, green room, bathroom, sound mixer
- system with High quality speaker, sound proof system etc.
- . Seminar/conference hall with projector sound mixer and sound proof facility
- . Open stage,
- . Parking
- . Bus facility
- . Common room for girls
- . Waiting room
- . Guest room
- . Meeting room
- . Science lab with projector
- . Computer lab
- . Cosmetology lab

. Home science lab

. Fashion designing lab

. Bus facility

- Stress Management Lab
- NSS Office
- NCC Office
- Music Room
- Cafeteria
- Library
- Hostel
- Gymnasium

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

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

The Institute, with its compulsory Core Courses and the continuous evaluation scheme, integrates sports and extra-curricular activities as essential components. This is done not only for participation but also for assessment of students.

The facilities which have been shown in this column for cultural activities, sports, games (indoor, outdoor) gymnasium, yoga centre etc. All these facilities are available in this institute according to statutory body.

Department of music

Year of Establishment :- 1965

. Music- Vocal subject has been running successfully for almost 55 years.

. Audio-video teaching are used.

. There are around 30 musical instruments in the department like:- 2 Manual Tanpura, 1 Electronic Tanpura, 5 Manual Tabla, Electronic Tabla, 10 Harmonium, Santoor , Dhol, Naal, Guitar, Mridhang etc. The Department Organized various Music Competitions, Seminar-webinar and cultural activities the department has participated in many music competitions and won prizes. Recording room is available also.

Youth welfare department organize various culture activities like Talent Hunt Competition, Zonal Youth Festival, Inter Zonal Youth Festival etc.

Department of Physical Education:-

Year of Establishment :- 1965

Physical education subject has been running successfully

Department has Basketball Ground, Badminton Court, Boxing Ring,

GYM Hall, Yoga Centre

Outdoor and indoor facilities etc.

The department has participated in many competitions and tournaments like;-

Inter- College Competitions, Inter-University and National Tournament

Cultural Activities: For cultural activities, we have a well lit and spacious auditorium where the students can showcase their talents.

Mini stadium: For the open air activities.

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.

8

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)

412830

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)

- **Name of ILMS software : Biblosoft**
- **Nature of automation (fully or partially) : Fully**
- **Version : 3.00.0001**
- **Year of Automation : 2012**

The Kamla Nehru College for Women library is a well stocked with more than 30,000 books, computerized ,hybrid library-a readers paradise, it provides a congenial and solemn atmosphere for the students with the sitting capacity of 250 readers having the facility of internet surfing. It houses numerous reference books, encyclopedias, journals in various subjects and languages coupled with extensive reading material . Separate cabins have been provided to the students pursuing higher studies. Various text related CD's are also available for the avid users which help them in academic activities to uphold institute teaching, learning and research objectives. Through the digital access the library has turned into effective building support for the learners.

An Esteemed software (BIBLIOSOFT)is running efficiently to automate various library related functions and activities, this integrated library management system efficiently meet the requirements of the library. It comprises modules which are helpful in house keeping function and day to day transactions including acquisition, circulation, cataloguing, reports and other utilities. Its OPAC module allows for searching of any book in the library by the user without any hassle. The special search option under the reports module helps the

user to make different search by title, keywords, author, publisher, subject, accession number. The status of any book can also be checked and full detail of issued book can also be retrieved. The barcode facility of the software makes the circulation work automated and easy for the library staff.

The library is the member of NLIST (National Library and Information services infrastructure for scholarly content) which is jointly executed by the two largest Indian consortiums. UGC Infonet Digital Library consortium and the INDEST –AICTE Consortium for cross subscription of e-resources. Being a part of online database ,run by Inflibnet .It contains electronic information resources such as research articles ,e-journals, eBooks ,Literature etc of experts from various fields which provides multiples access of 24 hours a day and 7 days a week , with 6,000 e-journals and 1,99,500 e-books under NLIST and 6,00,000 e-book through NDL which are now accessible to the user

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

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)

0.08

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

06

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

4.3 - IT Infrastructure

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

There are 260 Computers in 14 Computer Labs of which 10 labs are having internet with Bandwidth of 20 MBPS in the college. There are 7 browsing centers where students can use internet facilities. These facilities are updated time to time or as per the requirements.

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

4.3.2 - Number of Computers

260

File Description	Documents
Upload any additional information	**No File Uploaded**
List of Computers	<u>View File</u>

4.3.3 - Bandwidth of internet connection in the Institution

C.10 - 30MBPS

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

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)

359534

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

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.

Before the starting of every new session, a requirement is initiated from the various departments of the college duly recommended through their respective heads, students, faculty

members, lab and support staff, and visitors to the college and also on the topical requirements, keeping in mind the technological necessities and insertion of new courses/ subject. Thereafter, a list with approximate costs and near availability of items / equipments etc. with maintenance facility is prepared for inquiry. After due verification by the 'Purchase Committee' w.r.t. specification and ensuring best quality with minimum rates, order is placed to vendors/ suppliers on the basis of quotations with prior sanction of Governing Council.

Trivial and emergency infrastructure maintenance requirements are not included in the action plan; they are rather met with immediately by the Principal. The outlay incurred is met from the financial grants received from funding agencies such as the UGC (if provisions allow), or from the management funds.

For best possible utilization of institutional infrastructure the foundation has a definite policy. The College timetable is made in such a way by the timetable committee in consultation with the Principal so that the entire academic and non academic infrastructure is utilized to the optimal. Requests for use of college infrastructure by outside agencies are dealt with by the Principal directly. For the use of labs and related infrastructure departmental heads have been given powers to take decisions. The final decision in almost every case is made by the Principal.

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

91

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

61

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**C. 2 of the above**

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

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

4

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

4

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

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

C. Any 2 of the above

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

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

02

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**
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

63

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

01

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.

0

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)	No File Uploaded

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)

Central Association of students is built up in the college in the starting of the academic session. This includes Head Girl, Vice Head Girl, Secretary and P.R.O's. The main focus of this team is to arrange an organize morning assembly, thought of the day, inter and intra college competitions. They are also responsible for maintaining discipline and cleanliness in the college campus. They also observe various days like National Voter's Day, Ozone Day, Republic Day etc. to make students aware of the Indian History, our rights and environment as well. Along with that, they also act as a bridge between students and head of the institution.

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

13

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)	**No File Uploaded**

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 connects old students with the college and for the same purpose, virtual Alumni meet was held on May23,2021. The response of the students was overwhelming. Students from India as well as abroad joined the virtual meet and they were more than glad to meet their old buddies, their teachers and new Principal Dr. Savinder Pal. They shared their experiences with the group. Some of the students even sang some old songs. Everyone was overjoyed and enjoyed this event.

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

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

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

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision Statement: To Blossom as one of the Leading and Most Preferred Institutes with earnest endeavors to enhance its quality in imparting excellent education-vocational competitive to the highest academic standards with full devotion and dedication. Translating the dreams of the founders into reality, this prestigious institution:

• Creates and disseminates an atmosphere of learning and research.

• Ensures multidimensional personality development of the learners.

• Fulfills the needs of the country and the community at large.

• Adopts innovative methods of teaching.

• Nurturing talent and creativity, gaining knowledge and acquisition of skills.

Mission Statement: To Nurture, Nourish and Chisel our girls into a host of well-shaped individuals Self-reliant, Self-sufficient and Responsible Citizens, Leading to the upliftment of the society:

• Promotion of Social and National Integration.

• Preservation of our Indian Culture and Heritage.

• To make our college a landmark in the sphere of mass education.

• An effort to draw out the best in the students, to make them good human beings.

- ○ **Nature of Governance:**

To provide quality education that maintains speed and flexibility to produce competent professionals who are ready to accept the challenges of the world. Due to the ongoing pandemic we have adopted new techniques to provide quality education to our students via online sources and developed a global connectivity of the students with the entire world.

To imbibe quality consciousness at all levels of the faculty, we focus on the Motto "Vidya vicharite par upkari."

The vision & Mission of this Institute are in tune with the goals of Higher Education. The Formal and Informal arrangements in the isnstitute help to Coordinate with the academic and administrative Planning and Implementation reflect the Institute efforts in realizing its Vision.

- ○ **Perspective Plan:**

- The perspective plan includes accreditation, updating research centre, centre of excellence and collaborations for higher studies and student placement. Maintaining good academic performance.
- Develop and implement an appropriate learning process for teaching Promoting a culture of research in faculty and students.
- Develop a comprehensive system of teaching and ensure transparency of the student assessment process
- **Participation of the Teachers:**

Through participatory management, the powers involved in the various decision-making bodies of the institution. All decisions of the institution are governed by the board of management. Both students and faculty are allowed to give any suggestions to improve the excellence in any aspect of the Institute.

File Description	Documents
Paste link for additional information	http://www.kncw.org/mission-vision/
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 college advocates the practice of Decentralization and participative management not only in words but also in action.

- Employees and other stakeholders help to keep a positive attitude that leads to improved performance, improved communication, high morale, motivation and job satisfaction. Believing in democratic values, the institution has decentralized and participative management.
- Through advisory committee & HOD's of the Institute meet regularly to look at key issues regarding system Development, Implementation & improvement.
- The curriculum of all Courses is revisited on regular basis for improvement in order to keep pace with other Institutions and to meet the Changing Requirements of the students Corporate by Faculty groups.
- To commemorate the Eve of 400th birth anniversary of Shri Guru Tegh Bahadur, a digital conference under the guidance of the Principal was conducted in the college. It was followed by the publication of a book which was formed by collecting different research papers from renowned scholars and faculty from various colleges.
- Scholarly articles / papers written by scholars were invited to various zones in due course. At the same time, planning and organizing activities were undertaken. The book was published on June 30, 2021.
- Principal of the institute Interacts students regularly and take their Views which are duly considered for Implementation.

Institute has adopted a number of new initiatives and Practices through imaginative Leadership and Effective Governance. Such Initiatives have impacted the strategies adopted by the Institute in furtherance of its vision targeting at financial Management, Resource mobilization, effective utilization of Human Resources and Overall Efficiency enhancement.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Curriculum development

College is affiliated to GNDU, the curriculum development is managed by University. The development of Curriculum involves the Suggestions/ Recommendations of the Regulatory bodies. Inputs provided by the Faculty members of the College feedback from students and Current Advancement in the subject also taken into account. HOD's of the department propose the additions/modification and the proposals are given to the University by the academic council.

Teaching and Learning

The College follows an academic Calendar for its academic activities. The students are provided course outlines and course schedules prior to the commencement of the Academic Session. The college makes all possible efforts to complete the Curriculum within the stipulated time frame and calendar. The college tries to shift the Teaching learning process from Teacher centric to students centric. Subject experts are invited for specialized inputs on regular basis.

Examination and Evaluation

An examination Department has been formed to reduce the error level in the tabulation and organizing the Examination. Regular Class test/mid-semester test/final exam are conducted. The college follows Computerized results processing system for error free results. Students are constantly involved and encouraged to present Seminars, PPTs and Group Discussions. Weightage is given to attendance to bring discipline among students. Remedial Classes for different streams are arranged for weak students.

Research and Development

In order to enrich the research environment in the college, the students are motivated to perform various in-house research projects. Our college has also developed a research centre in which a larger amount of research related material is available. Conferences, seminars and workshops at Institutional/State/National level are organized by different departments to empower research development.

Library, ICT and Physical Infrastructure / Instrumentation

Central library has sufficient space and infrastructure for reading purpose. The central Library and E-Learning centre cater to the needs of all the students. The college is committed to improve the teaching-learning process with modern aids. In accordance with the contemporary trends ICT tools are being used. It has created Smart- Class rooms with WI-FI Connectivity, LCD, Projectors with latest technology. Students are also provided with Internet and Xerox facilities in the library. With ever-changing trends in technology, we have subscribed to e-resources through NLIST. A library committee has been established. Almost all the departments have their own book-banks from where students get the books issued.

Human Resource Management

Year End Appraisals of all staff members belonging to various categories is carried out with a view to acquaint the employee with their strengths and weaknesses. This helps boost the morale of the concerned resource and gives them an opportunity to further improve their efficiency in work. IQAC of the college help and motivate different departments to organize workshops, webinars and FDP's to offer a welcome change from the monotonous routine and act as a platform to learn and develop their capabilities in an interesting way.

Industry Interaction / Collaboration

Students are allowed to visit various industries as per their curriculum requirements. The syllabi of vocational courses are designed in consonance with the latest industry requirements in order to enhance the employability of the students. Various Industry-Academic interactions are also arranged. The students are regularly sent for different internships in addition to industrial trainings which are mandated under the syllabus provided by the University. The concerned teachers are also motivated to interact with the industry staff in order to get

the best results out of such internships/trainings

Admission of Students

The admission notice is placed on the college website and newspaper to apprise the perspective students about various courses available with the institution.

- Fee concessions are offered to needy, meritorious and under privileged sections of the society like Scholarship under various schemes.
- College prospectus is published every year in which historic reference of the college, courses offered, admission criteria, admission dates, fee structure, academic as well as infrastructural facilities and academic activities are given.
- For publicity purposes pamphlets, booklets, posters and hoardings containing complete information are displayed at main public places and surrounding areas of the Institution.
- Alumni of the college also help in the promotion of the admission process. The admission process of the college is transparent in every sense.
- Counseling is provided to aspirants as per their aptitude and others factors.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://www.kncw.org/iqac-2020-21-uploads/
Upload any additional information	No File Uploaded

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

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

The academic committee is divided on the basis of Curricular, Co-Curricular and Extension Programme. The Curricular committee,whose main work is to ensure smooth functioning of administrative work comprise of Admission Committee, IQAC, Examination Committee, Library Committee, Placement Cell, Time Table Committee, Advisory Committee, UGC Committee & Research Committee.

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

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	http://www.kncw.org/wp-content/uploads/2021/12/6.2.2-The-following-Chart-Present-the-Organogram-of-the-Institution.pdf
Upload any additional information	No File Uploaded

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

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user 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

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

- Well-equipped and well furnished staff rooms for teaching and Non teaching with modern amenities (Like Micro-wave, Refrigerator, Air Conditioner) with a full time caretaker.
- Stress lab is available for peace to manage stress and restore mental balance.
- Open access library, research cabins for fully equipped with INFLIBNET are available to teachers and students alike.
- Maternity leave to female faculty is provided.
- Medical facility and health centre available for Teaching and Non Teaching Staff.
- Canteen facility and mess facility at college during college functions.
- Provident funds facility available.
- ESI Facility are also Provided.
- Loan Facility are also Provided.
- Hostel arrangements for female employees and best accommodation facilities for class four employees.
- Gratuity facility are also Provided for both Teaching and Non Teaching staff.
- Fee concession facilities are provided for non teaching employees(Class four)

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

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

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

year
0

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

01

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
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

05

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

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

There is a well developed appraisal system in the institution. In every year it is worked on regular basis. Appraisal system measures employee's performance based on previously agreed goals and set their future objectives. It helps management in identifying both achievements and shortfalls in performance and also gives a framework to guide future improvements. It is mandatory for every teacher to fill the appraisal forms and submit it to the principal for further evaluation at the end of every year. The principal of the institution then discuss with respective HOD's about the Performance and then take decisions.

Another measure to assess faculty is by means of the Annual Performance Appraisal Report (APAR) submitted at the end of every academic cycle. The objective of the APAR is to highlight faculty member's role and performance for the past year and it also summarizes the expectations from the faculty for future development. The reporting authority reviews the nature and quality of work faculty performed annually based on the parameters such as knowledge of sphere of work, analytical ability, initiative taken, ability to inspire and motivate, supervisory ability, inter-personal relations, and teamwork are further considered and incorporated in decision making process for continuous improvement

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

6.4 - Financial Management and Resource Mobilization

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

College audit is done on regular basis before the finalization of Balance Sheet. One internal audit is done by internal auditor/CA. Quarterly Internal Audit is conducted by auditors /CA firms appointed by the organization. The Internal Audit is entrusted with the job of checking the payments, approvals, compliance of rules and regulations. Proper deduction of income tax, timely deposit of TDS, GST etc are checked by internal auditors. The Audit party also checks whether accounting standards have been followed for true and fair disclosure of financial statements. The audit also checks the budgetary compliances. The Internal Audit is conducted quarterly to ensure timely and proper deposit of statutory dues, budgetary control, compliance of sanctions and approvals, check for any payment irregularity etc. Overall compliance and proper record keeping and compliance of accounting standards by the Institute is also finally checked by the statutory auditor every year. The deviations if any are reported to the Management in the Independent Auditor report or the observations /deviations in the accounts found out in the audit are discussed and sorted out with the Management before preparation of Final accounts.

In Addition to this an external audit is also carried out by Audit Organization of Punjab Govt. final audit is carried out by the auditor General of Punjab Govt

The Financials were prepared by the Institute under the supervision and guidance of Internal Auditors/Statutory Auditors. The deviations are reported to the management in the form of observations by both Statutory and Internal Auditors. These observations are discussed, issues sorted out and corrections carried out in complied to by the Institute.

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

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

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

566000/-

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

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

The institution has a well developed mechanism to monitor effective and efficient utilization of available financial resources for the development of the academic process. It has different Committees like UGC Committee, Purchase Committee, and Library Committee etc. Purchase Committee takes care that purchasers are done properly UGC Committee monitors the mobilisation of funds and makes sure that the funds are spent according to the pre-decided allocation. Library Committee takes care that the resources in the library are utilized optimally. Some funds are allocated for the social service activities as a part of social responsibilities through NSS, NCC and different clubs. To ensure the optimum utilization of resources, the Principal issues the directions for conducting regular internal audits from CA and External audits from the government so that the mobilization of the resources is being done properly. The optimal utilization is ensured through encouraging innovative teaching learning practices. The college follows cent percent transparency in the use of funds.

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

IQAC, KNCW organizes workshop, Training programs for faculty members periodically to upgrade teaching learning process specially development of E-Content and video lecture. Faculty training program for development of e-content and use of e-resources on teaching and related activities. During pandemic various webinars were conducted for the faculty as well as students to upgrade their knowledge and skills.

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

Nil

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	**C. Any 2 of the above**

audit recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	http://www.kncw.org/wp-content/uploads/2021/12/Annual-Report-2020-21PDF.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

Measures taken by college for gender equity and sensitization in curricular and co-curricular activities for which speakers from prominent field are invited to deliever lecture session highlighting the importance of women in the society .The Women cell, legal literacy cell, Grievance Redressal Cell, Stress management cell, NSS Unit ,NCC Wing and youth welfare club contribute by their activities for gender sensitization.

- **NCC,NSS and Youth welfare club celebrated "International Women Day" on 08.03.2021**
- **NSS Unit and Home Science Department Celebrated "Poshan Pakhwada-2021"which was an online inter college competition on the theme of overall nutrition, immunization, health and hygiene.**
- **The department of English conducted an online inter-class slogan writing competition on the topic "Women Empowerment" on 28.04.2021**
- **The Legal literacy cell in collaboration with IQAC organized a webinar on the topic "Women and Gender Legal Rights" in India on 08.05.2021**
- **The Psychology department in collaboration with IQAC organized a webinar on "Combating Pandemic Stress "on**

15.05.2021
- **CCTV camera and trained security guards are stationed across the campus.**
- **Suggestion boxes are placed at different locations in the college.**
- **Common room for facilitating meetings and discussions by the students.**
- **About 1000 face masks were made by the students and faculty members which were distributed among COVID Warriors and nearby villages.**

File Description	Documents
Annual gender sensitization action plan	**Nil**
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://www.kncw.org/wp-content/uploads/2021/12/7.1.1-Gender-Equity-New.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	**D. Any 1 of the above**

File Description	Documents
Geo tagged Photographs	[View File](#)
Any other relevant information	**No File Uploaded**

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

Solid Waste Management:

- **To reduce waste at institute students and staff are educated on proper waste management practices thorugh**

lectures, advertisement on notice boards,displaying slogan boards in the campus.
- Waste is collected on daily basis from various sources and is separated as dry and wet waste.
- Colour coded dustbins are used for different types of wastes. Blue for paper, Green for glass , Yellow for plastic and Red for metals.

Liquid Waste Management:

- Liquids are diluted by getting mixed with washrooms and toilet liquid wastes into the common drainage.

Biomedical waste management

- Not uploaded

E-Waste Management:

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

Waste recycling system:

- Efforts have taken to produce compost manure from certain solid waste from other sources and efficiently run by the students . Manure is used for the purpose of herbal garden.

Hazardous chemicals and radioactive waste management

Not uploaded

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
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	C. Any 2 of the above

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping	B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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

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

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

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

B. Any 3 of the above

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

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

Student's all round personality development is the main objective of the college . The college encourages to the students for the participation not only in the college

activities (cultural & academic) but also in inter-college and inter-university level competition and give an exposure to their best qualities through various activities .One of the important ways to achieve gender equality is to have a safe space that will not represent injustice and violence against women. Deliberating of this fact, college women cell was formed to look into sexual harassment complaints. Following which the women cell promote women's empowerment and gender equality. College also formed a stress management lab, in which students discuss their problems regarding their mental health and social problems with the counsellors. There is Grievance Redressal Cell in the institute like student grievance redressal cell which deal with grievances without considering anyone's racial or cultural background. Institute has code of ethics for students and a separate code of ethics for teachers and other employees which has to be followed by each one of them irrespective of their cultural, regional, linguistic, communal, socioeconomic and other diversities.

http://www.kncw.org/wp-content/uploads/2021/12/Institutional-efforts7.1.8.pdf

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

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

The teachers influences and sensitization of students through instruction and college arranged many activities like workshop on yoga, healthy life style and extension lecture on nutritious and healthy diet. The college has always promote the awareness about various National Identities and symbols. The Indian Tri-colour standsat the centre of the college. So that college give the message of nation first policy. Various departments of the college celebrates the IndependenceDay, Republic Day, Gandhi Jayanti, Voters Day, Earth Day, World Ozone Day, Nutritional Week Martyrs Day of Shaheed Bhagat Singh etc. Various activities like Poster Making Competition, Slogan Writing, Rallies and also doing academic activities like Seminar, Extension Lectures, Export Talks etc. arranged by departments,

which have enrich the awareness about these aspects. The specific goal of the college is to make the girl students self reliant. For this purpose college run many vocational courses. Other than this, college management encourages the staff members to attend workshop/ conferences/lectures/FIP organized by other educational institutes as part of formal training. College provides duty leave to their staff members for attending these activities .

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	http://www.kncw.org/wp-content/uploads/2021/12/7.1.9-Sensitization-of-students-New.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	B. Any 3 of the above

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

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

Various department organized national and international commemorative days, events and festivals every year so that students know about their culture and heritage. Political Science department celebrate voters day, constitution day, republic day, Social Justice day and Gandhi Jayanti .History department celebrated the birth anniversary of Sardar Vallab Bhai Patel, commemorate Shahid Bhagat Singh. Hindi department celebrated Hindi Diwas international days like Ozone Day, Earth Day and National Science Day

- Political science department organized a poster making competition on 28.07.20.To commemorate the 4ooth Birth anniversary of Guru Teg Bahahdur ji
- Physical department organized a webinar on "international yoga day" on 21.06.21,resourse person was Ms. Preeti Yoga trainer ,Jalandhar.
- Science department organized a slogan writing and poster making competition on 7.04.21 on world health day.
- Science department organized a webinar on "Earth Day"on 22.04.21,Dr. Vanita Chahal give ppt on "Mother Earth-A solitary planet to sustain life.
- Science department celebrated "Environment Day" on 05.06.2021and organized a poster making ,slogan writing competition.

http://www.kncw.org/wp-content/uploads/2021/12/national-and-international-commemorative-days-events-and-festivals-7.1.11.pdf

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

7.2 - Best Practices

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

1. 1. Title : "Mission We Care Scheme"

2. Objective of the Practice:

a. To help diverse students in achieving their educational goal.

b. To provide inclusive , caring and accessible learning environment to the students.

c. To make the student more confident for facing the challenges they encounter in their day to day life.

d. To embody compassion ,empathy and respect for whatever individuals bring to the learning experience.

3. The Context :

Students basically coming from rural areas need special attention. So the motive behind it is to develop

and focus on the physical , emotional and economic well being of students through which they can with

an ease achieve their educational goal and feel more confident for facing the challenges encountered by

them.to bring them at par with the current scenario faced by the world and to make them capable beings to face the competitive world ahead of them

4.The Practice:

Through this program teachers give personal attention to a group of 25-30 students which also include

solving their personal and professional issues .Along with keeping a detailed record of student academic it also includes entertaining various grievances of the students and provide them with motivational

lectures to boost their morale .the full fledged record of the students 's personal ,academic ,non academic and co curricular

activities are maintained under this programme . The records for improvement in the performance of all the students which is accessed through the continuous class test and mid semester test is also maintained.

5. Evidence of Success:

This scheme imparts success rate as the students performance academically becomes higher which in turn increases level of confidence in them and motivate them to shine in all other fields of their life.All the student details is available with the mission we care incharges which reduces time wastage in looking for the student's data in the different files in the office . All the teachers can readily and easily connect with the parent and guardians of the students ,if needed for any purpose.if the data for any old student is needed the mission we care incharges can provide the students with it.

6.Problems Encountered and Resources Required:

A few students were observed having shyness in their behavior ,so they show low level of interaction with their teachers .Some of the students did not even contacted their concerned teachers and did not come forward with the follow up. Some of the students did not have mobile phones and those who gave the phone number were some times out of reach or not available ,hence it was very difficult for the mentor to give the proper information or seek their feedback.

2. 1. Title: 7-Days FDP on "Use of computers in an Educational setup" from 22th April, 2021 to 29th April, 2021.

2. Objective of the Practice:

A) To teach the participants to prepare brochures.

B) To make the participants Computer literate.

c)To make studies more interesting with the help of computers .

d)To help all the participants learn to develop problem solving skills.

e)To make the participants more computer savy.

3. The Context:

This seven day workshop was aimed to educate the participants how computers have revolutionized the way of study while making education smoother and quicker. It helped the participants to understand a particular topic or idea in a simple way. In the workshop ,the participants learnt to create presentation slides ,to prepare software for making notes for delivering lectures. In nutshell ,as computers help the education world and it helped the participants also in changing the way they work and learn.

4. The practice:

The workshop was conducted by three faculty members from the Computer Science department ,in which staff members were educated how to be proficient in using MS Word ,MS Power point .They were also taught to create Brochures , prepare Power point Presentations ,E-Certificates and Google Forms.It helped teachers to connect ,communicate with students creatively and more freely .To make the teaching more effective and innovative ,basic knowledge was imparted to teachers .The skills taught in the workshop made the teachers more learned in the subject.

The participants were taught to prepare the Google form /feed back form in order to give the feedback for the workshop ,webinar ,conference attended by them during the covid-19 Pandemic period.

5. Evidence of Success:

The workshop was attended by 25 faculty members .They were all excited to learn different things in the workshop . They actively participated and interacted with the speakers of the workshop.

6. Problems Encountered and Resources required:

As the participants were from different streams some of them were not computer literate. So it was not easy to teach them to make proper use of computer and some of them even did not have personal computer at home While making Power point Presentations the participants were not able to understand the various formats and layouts which were required to present the

different ideas As all the participants had always been in contact hard copies of the

File Description	Documents
Best practices in the Institutional website	http://www.kncw.org/wp-content/uploads/2021/12/best-practices-2020-21.pdf
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

The college being a premier girls institution of Phagwara,endeavorous to impart quality education to the female students which helps them to develop and grow in an environment that nurtures their intellectual, emotional as well as their ethical powers. KNC is performing its pious task of imparting value based skill education to young girls most diligently so as to transform them into responsible citizens of the society,all been possible because of undeterred zeal,zest, committed faculty which has helped in nourishing them into responsible ,more aware,awakened individuals.fee concessions and scholarships are generously awarded to the deserving students.Some kind of sister concession is also given to sibling.

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

Future Plans of action for next academic year:

1. **To organize seminars/workshop and conduct special study programs in quality teaching and learning .**
2. **To ensure offline Alumni meet and industrial visits for the students.**
3. **To focus on increasing the strength of the college.**

4. To organize more faculty development programs for the college teaching staff .
5. To increase Ph.D enrollments of faculty from the next session.