



Yearly Status Report - 2019-2020

Part A

Data of the Institution

Part A	
Data of the Institution	
1. Name of the Institution	S.S.M. College, Dinanagar
Name of the head of the Institution	Dr. R.K. Tuli
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	01875220016
Mobile no.	9872660939
Registered Email	ssmdnn@yahoo.com
Alternate Email	r_kumartuli@yahoo.co.in
Address	Swami Swatantranand Memorial College,G.T. Road, Dinanagar.
City/Town	Dinanagar
State/UT	Punjab
Pincode	143531

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Dr. Rajan Kumar
Phone no/Alternate Phone no.	01875220016
Mobile no.	8872503223
Registered Email	kharinder579@gmail.com
Alternate Email	monika.ssm2014@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	https://ssmdinanagar.org/pdf/AOAR%202018-19.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.ssmdinanagar.org/

5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	A	3.04	2016	16-Mar-2016	29-Mar-2021

6. Date of Establishment of IQAC	12-Sep-2012
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Environment Protection Day Celebration	05-Jun-2019 1	30

Seminar on Pre-Marital Counseling	04-Sep-2019 1	445
Student Solar Ambassador Workshop	02-Oct-2019 1	115
Awareness Campaign on Anti-Stubble Burning	04-Oct-2019 1	80
Plastic Free Campaign	17-Sep-2019 1	108
Swachh Bharat Internship Programme.	07-Jul-2019 7	60
Legal Awareness Programme sponsored by National Commission for Women , Delhi.	25-Jan-2020 1	413
Feedback collected from all stakeholders.	28-Feb-2020 15	2960
Renewal of membership under N-LIST programme.	12-Mar-2020 1	2
Academic and Administrative Audit	18-Mar-2020 1	35
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

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

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

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

5

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

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

No

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

1. Conducted 5 regular meetings of IQAC. 2. Campus Recruitment on 20 July, 2019. 3. Automation of College Central Library with latest Integrated Library Management Software KOHA. 4. Signed 21 quality MoUs with reputed industries and organizations. 5. Collection of Feedback from all stakeholders and conducted Student Satisfaction Survey (SSS). 6. Up gradation of IT infrastructure of the college to leverage ICT in teaching learning process.

[View File](#)

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

Plan of Action	Achivements/Outcomes
To organize Job Fair for final year students.	The Job fair was organized on 20 July, 2019.
To organize Solar Ambassador Workshop.	The Solar Ambassador Workshop was organized on 2 October, 2019.
To take feedback from all stakeholders .	IQAC planned schedule to collect feedback from all stake holders and conducted meeting with Feedback Committee to discuss the mechanism to collect feedback.
To conduct meetings of IQAC periodically.	Conducted 05 Meetings of IQAC on 06/05/2019, 15/7/2019, 14/10/2019, 09/12/2019 & 10/02/2020.
Digitalization of College Central Library and addition to eresource Facility.	The College has upgraded the central library by making it fully automated using ILMS KOHA. The renewal of memberships for NLIST and DELNET is also done. New books, journals and magazines are also added to the library.
To start new Vocational, Diploma , Add On/ Certificate Courses.	B.Voc Courses (03), Diploma Courses (03) Certificate/Add On Courses (01) were started.
To develop Smart Classrooms.	The four classrooms have been developed as smart classrooms in the session 2019-20.
To encourage faculty members to participate in Seminars, Workshops and Conferences organized at National and International Level.	238 faculty members participated in Seminars/Workshops/Conferences organised at National and International level by various agencies.
To sign quality MoUs with reputed industries and organizations.	The IQAC members discussed about having maximum linkages with industries and multinational companies to provide better training and placement opportunities to students in their respective fields and 21 MoUs have been

	signed with reputed industries and organizations.				
To encourage faculty members for research publication in UGC notified and SCOPUS/Web of Science indexed journals.	Papers Published in UGC notified and SCOPUS/Web of Science indexed journals (36) and Chapters in Edited Books (59).				
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14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Name of Statutory Body</th> <th style="width: 50%;">Meeting Date</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">IQAC</td> <td style="text-align: center;">17-Oct-2020</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	IQAC	17-Oct-2020
Name of Statutory Body	Meeting Date				
IQAC	17-Oct-2020				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2020				
Date of Submission	30-Jun-2020				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>The College ensures healthy Management Information System in a well planned and systematic way. The valuable suggestions given by the Governing Body, the Management Committee and the IQAC are implemented at both academic and administrative levels under the keen supervision of the Principal. The institution has been making consistent efforts to make maximum use of various latest IT resources at both administrative and academic levels to enhance the quality of the working efficiency of the institution. The upgraded software Web School Manager is purchased for both academic and administrative purposes. The software is used to keep record of various activities like registration, admission, fees, examination and result etc. All the accounts of administrative office are maintained with the help of this software and ERP Tally software. The College uses Public Finance</p>				

Management System (PFMS) to keep record of the funds and grants received. The teaching staff members also make use of the software to carry out various teaching activities like to get automated student attendance, to generate internal marks reports, to upload study material and assignments. The software is also used to convey information to students regarding attendance, timetable, marks, examination schedule etc. The College central library is upgraded by making it fully automated using ILMS software KOHA version 20.05.04. All the activities of Library are automated. KOHA is fully featured Integrated Library System (ILMS). It is used to take care of all the administrative and management functions of the Library. All books are cataloged digitally using this software. An online public access catalogue (OPAC) is implemented to enable the students for speedy and convenient access to the library catalogue. The software is also used for record keeping of various activities as the record of issue and return of books is maintained using this software. All the books in the library have been duly barcoded. The College has e-library facility in which there is a separate section for students to work on computers for accessing eresources. Additionally, the library has access to eresources through NLIST and DELNET. The institution has upgraded its IT infrastructure by making use of latest technological gadgets. The Bio metric attendance machines connected with WiFi to register attendance of Teaching and Nonteaching staff members are placed. The public Address System is also installed in the campus to make important announcements. The Digital speakers have been installed in the classrooms. The classrooms have been transformed to smart classrooms. The blackboards have been replaced by white boards, green boards and smart boards. Each department is provided with latest Computer, Printer, Scanner and Internet facility to keep record of all departmental activities. New desktops Core i5/8GB RAM/1TB HDD/Windows10, colored printers, projectors, online UPS, laptops have been added to the IT

Infrastructure. All in one Laser B/W Printer with Duplex has been installed to save cost, time and energy. Two Xerox machines with 25 copies per minute capacity have been purchased for speedy printing of the documents. The College has upgraded the internet connectivity from 4 Mbps to 100 Mbps

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

SSM College has a mechanism for effective and documented curriculum delivery. The College is permanently affiliated to Guru Nanak Dev University Amritsar and follows the curriculum prescribed by the University. The administration of the institution ensures the availability of qualified teachers before the commencement of every academic year and fills up the vacant positions, if any with the consent of management. Then IQAC of the institution prepares the academic calendar for the institution highlighting number of teaching days available in every month of the academic year and suitable time for organizing various co-curricular and extracurricular activities. Every department prepares their departmental academic calendars in accordance with College academic calendar for the effective transmission and delivery of curriculum. Certain departments integrate classroom teaching with various ICT tools, laboratory practical, field projects, and tutorials. Many departments organize Seminars, Conferences and Workshops. Some departments organize guest lectures, expert lectures of eminent academicians for the effective curriculum delivery. The academic calendar of the institution specify suitable available dates for significant academic and other activities. The departmental timetable is also prepared. The head of departments allocate subjects to teachers and prepare timetable. The teaching plan is prepared by respective departments under the guidance of concerned staff convener. Internal assessment is done transparently with examined scripts shown to students. Various course delivery methods are followed by the faculty such as lectures, class presentations, tutorials, practical labs and e-learning. The College declares the dates of the University and College Examinations in advance so that students get ample time to prepare for examinations and the teachers complete the curriculum in time. The departments analyze the results at the end of the examinations. The remedial coaching helps the needy students to do better in their examinations. The emphasis is given on the conceptual clarity of students in remedial coaching. The Internal assessment which consists of internal tests, presentations, projects and assignments are conducted to evaluate the performance of students. The final Internal Assessment of the students is uploaded and submitted to the University in timely manner under the supervision of Internal Assessment Committee of the College. Facilities are continuously being upgraded the College to suit the needs of changing curriculum and pedagogy. The College has well-equipped laboratories and classrooms with modern gadgets. The campus is fully WI-FI with internet bandwidth 100 Mbps. The renovated well-stocked College library is fully automated using ILMS KOHA. Additionally, the library has access to e-resources through N-LIST and DELNET. Besides this the College has Mentoring Programme which enables students of all the years to provide feedback to teachers on the curricular issues, College infrastructure, administrative matters and other non-academic matters, IQAC collects feedback on curriculum

from all the stakeholders of the institution, it is then analyzed, and analysis report is communicated to the concerned departments.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
Nil	Diploma in Hardware and Networking	27/07/2019	365	Employability/ Entrepreneurship Programme	<ul style="list-style-type: none"> • Systems Engineer • Systems Integration Engineer • Project Engineer • Field Service Engineer • System administrator • Network Engineer • Technical Support • IT administrator • Network administrator
Nil	Diploma in Communication Skills	27/07/2019	365	Employability/ Entrepreneurship Programme	<ul style="list-style-type: none"> • Public Relations Specialists. • Meeting Planner. • Development Officers. • Media Planner • Social Media Manager. • Human Resources Specialist • Business Reporter
Nil	Diploma in Tally with GST	27/07/2019	365	Employability/ Entrepreneurship Programme	<ul style="list-style-type: none"> • Accountants Officer • Tally Operator • Service Coordinator • Tally Account Executive • Financial Analyst • Executive Assistant

Certificate Course in Health Management and Hygiene	Nil	15/01/2020	180	Employability/ Entrepreneurship Programme	<ul style="list-style-type: none"> • Health Educator • Health Service Manager • Administrative Support Specialist • Administrative Coordinator • Patient Service Representative
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1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	Fashion Designing and Garment Construction	27/07/2019
BVoc	Beauty and Fitness	27/07/2019
BVoc	Animation	27/07/2019
BVoc	Web Designing and Development IT	27/07/2019
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	0	Nil

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

	Certificate	Diploma Course
Number of Students	25	145

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Value Added Course in Health Values and Ethics	15/01/2020	25
Value Added Course in Gender Sensitization	16/08/2019	25
Value Added Course in Environmental Consciousness	15/01/2020	25
Value Added Course in Professional Ethics	15/01/2020	25
Value Added Course in Health and Psychology	16/08/2019	38

Value Added Course in Human Rights and Duties	15/01/2020	25
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCA	Computer Applications	65
BSc	Information Technology	33
BSc	Internet and Mobile Technology	12
BSc	Fashion Designing	21
MSc	Computer Science	21
MSc	Information Technology	30
MSc	Fashion Designing and Merchandising	10
MSc	Physics	11
BBA	Environmental Studies (Compulsory))	15
BCom	Environmental Studies (Compulsory)	99
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>The feedback on the different aspects of institutional functioning is a base for enhancing the quality of educational services offered by the institution as it has strong links to its satisfaction and productivity. The College follows a systematic and structured mechanism to collect feedback from different stakeholders such as Students, Alumni, Faculty, Parents and Employers. The objective of the exercise is to correctly estimate the impact of all the struggles taken by the institution at all levels. The Feedback Committee in the College is entrusted with task of accumulating feedback from all stakeholders. The feedback obtained from different stakeholders is considered to bring appropriate and timely changes in the system. The feedback helps to ensure and analyze the academic excellence at various levels and to make strategies for academic, infrastructural and policy improvements in the College. The feedback is collected through designed questionnaires on various aspects such as teaching-learning, infrastructure, library, hostel, facilities, support services and curriculum in an offline mode. The feedback collected is always</p>

kept secret. The grades are calculated on a 5 point scale. The grades are given as A, B, C, D, E where A stands for Excellent, B for Very Good, C for Good, D for Satisfactory and E for Poor. The grades are assigned on the basis of the performance. The strengths and weaknesses mentioned by all the five stakeholders are summarized. The feedback from students is taken through designed questionnaire during their classes. The basic needs of students such as academic, co-curricular, cultural, social, moral, psychological and ethical are taken care of on the basis of the feedback provided by them. The feedback is collected from parents when they come for parent- teacher meetings. The feedback from alumni is collected during alumni meetings or received online. The Alumni Surveys are conducted during alumni interaction at the alumni association meeting. The visits of alumni always end with feedback. The filled forms are sent for further action to IQAC. The feedback is collected from teachers by circulating the feedback forms. The feedback is also taken from employer and subsequent action is similar to the other forms. The data generated in the process is compiled by Feedback Committee. The Feedback Committee collects inputs and suggestions from all the five stakeholders brought it to the notice of IQAC for further analysis and then further actions to be taken are discussed with departments and authorities. The IQAC shares feedback with the concerned departments in a constructive manner so that further improvements can be achieved in the respective field. The action taken report is prepared and displayed on the College website.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Social Sciences	700	645	640
BSc	Computer Science/ Non Medical/ Medical/ Economics	555	250	240
BCom	Commerce	225	105	89
BBA	Business and Management	60	22	15
BCA	Computer Applications	180	130	121
BSc	Information Technology	120	40	31
BSc	Fashion Designing	40	22	18
PGDCA	Computer Applications	120	15	11
MSc	Information Technology	60	30	23
MSc	Computer Science	60	20	17

[View File](#)

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	2886	562	58	Nil	31

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
89	63	8	16	6	8

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

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

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

Teachers are natural mentors of their students. To formalize the same and as directed by University rules, SSM College has a proper student mentoring system which has been working very efficiently since last many years. Student mentoring system is available in the College at all levels. Academic counseling is available for all students. The students are mentored at the time of admission on the nature and prospects of the discipline that they wish to choose. Every year in the beginning of each session, IQAC forms a committee for mentor mentee program that shoulders the responsibility of assigning a teacher mentor to each student of first year when the admission process is over. It is also required that the same mentor continues to mentor the student during the whole year. The main objective of mentoring is to help a student, fight negative emotions and life situations effectively. The mentor is mandatory to prepare a list of his/her mentee students and get familiar with them. Mentors conduct regular meetings with their mentees to discuss their problems and issues. The schedule of the meetings is informed to the students well in advance. The issues can be related to College infrastructure, academic, non-academic and personal. The mentor tries his/her best to find solutions to any such issues arising in students life and informs the College administration about the matter in case of emergency. There is a tutorial system in some departments where teachers act as academic mentors A student counselor meets every student of the College and offers counseling to those seeking personal help. Mentors play the role of advisor and guidance counselor to the mentee. The whole system leads to a better connection between students and teachers and helps build a friendly and cordial relation between them. Mentors maintain record of their monthly meetings with their students. Although students are free to approach their teachers anytime if any issue is disturbing his/her routine, still, the system of mentor- mentee builds an extra confidence and sense of security among students. The students get a sense of protection because they know that they have someone to go to in case of any difficulty.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3448	89	1 : 39

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
119	89	30	29	12

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2020	Dr. R.K. Tuli	Principal	International Human Welfare Award by International UNICEF Council (Accredited by International UNICEF Council, USA)
2020	Dr. R.K. Tuli	Principal	Rashtriya Vidya Gaurav Gold Medal Award by International Institute of Education Management, New Delhi.
2020	Dr. R.K. Tuli	Principal	Bharat Vidya Shiromani Award by Indian Solidarity Council, New Delhi
2020	Dr. R.K. Tuli	Principal	Best principal of the year Award by Shri Paramhans Education Research Foundation Trust,
2020	Dr. R.K. Tuli	Principal	Asia Pacific Educationist Award by International Business Council (IBC) New Delhi
2020	Ms. Shubhkiran Sharma	Associate Professor	Best Publication Award by Shri Paramhans Education Research Foundation Trust
2020	Mr. Vishal	Assistant Professor	Excellence in Research Award by Shri Paramhans Education Research Foundation Trust
2020	Ms. Harinder Kaur	Assistant Professor	Excellence Faculty Award by Shri Paramhans Education Research Foundation Trust

[View File](#)

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BSc	B.SC.(IT)-I	I Year	10/04/2020	13/07/2020
BSc	B.SC.(IT)-II	II Year	10/04/2020	15/07/2020
BSc	B.SC.(IT)-III	III Year	10/04/2020	20/11/2020
BA	BA-I	I Year	10/04/2020	14/07/2020
BA	BA-II	II Year	10/04/2020	17/07/2020
BA	BA-III	III Year	10/04/2020	17/11/2020
BSc	B.SC.-I	I Year	10/04/2020	14/07/2020
BSc	B.SC.-II	II Year	10/04/2020	17/07/2020
BSc	B.SC.-III	III Year	10/04/2020	17/11/2020
BCom	B.COM-I	I Year	10/04/2020	15/07/2020

[View File](#)

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

The College follows the assessment reforms and modifications prescribed by the affiliating University. The College is free to supplement them to ensure academic standards and transparency. The stakeholders are informed about all the rules and directions received from the University through the College website and prospectus that contains all the information about Academic Calendar and Conduct of Examinations. The rules and regulations regarding examination and academic calendar are further explained at the Orientation Program organized by the College for the new entrants. The College adheres to the factor of student attendance in all assessment procedures which serves as an incentive for regularity and academic discipline. The schedule for class tests, assignments and practical is notified to the students in advance. The continuous evaluation is carried out throughout the year through regular tests, objective tests, projects, student paper presentations, seminars, quizzes etc.

The routine tests are given and open book tests are conducted and much appreciated by students as critical thinking and creativity come to the fore. Remedial instructions are given to slow learners and challenged students. Pre-university examination helps to prepare the students for University Examinations. The teachers give guidance to students to improve their scoring in upcoming examinations by expressing themselves more correctly in response to questions. Each department has a Monitoring Committee that verifies the internal assessment data of the students before it is put to display for the students to check. Discrepancies or grievances of the students, if any, are assessed and resolved by departments before submission to the College Monitoring Committee. The College has a system of Student Feedback, which facilitates effective implementation of evaluation processes. Following the Covid-19 Pandemic and Lockdown, the University announced Online Open Book Examination for the students of final semester. The College carried out the instructions of the University related to online examinations smoothly and efficiently. In accordance with the directives of the University Online Practical Exams were conducted for both intermediate and terminal students. The College facilitated the Online Open Book Examination for the students of final semester. For evaluation, table marking system under the surveillance of cameras is followed.

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

The academic calendar is prepared and adhered by the College as per the instructions of Guru Nanak Dev University Amritsar. In addition to this, an Academic College Calendar is also prepared which contains a list of all the interactive and innovative programmes to be conducted by the College both at the faculty and student levels. The IQAC prepared an academic calendar to organize the curricular and co-curricular activities in the institution. In academic calendar institute adhered to available working days, short and long holidays, national public holidays, admission process, and tentative university examination days of semester, class tests, practical assignment, guest lectures, celebration of national and international days, etc. The academic calendar shows the annual working period of the teachers which includes the information of working days, teaching days, admission period, and examination days. The timetable of external examination is fixed by the university and the similar is displayed on notice board for students. In case of any change in the university schedule, some variations are required to be made in internal evaluation as well. These changes are communicated to the students well in advance. However, all efforts are made by the institute to follow the academic calendar for CIE. As per academic calendar, institution follows all the related curricular, co-curricular and extra-curricular activities for the better academic work. The academic schedule is prepared from academic calendar at the College level and then circulated to all the faculty members and students before the commencement of each semester.

2.6 – Student Performance and Learning Outcomes

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

[http://ssmdinanagar.org/pdf/PO-PSO-CO\(2019-20\).pdf](http://ssmdinanagar.org/pdf/PO-PSO-CO(2019-20).pdf)

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
M.SC.(MATHS)-II	MSc	Mathematics	67	42	62.68
M.SC.(PHY)-II	MSc	Physics	11	7	63.63
M.SC.(CS)-II	MSc	Computer Science	21	17	80.95
M.A.(HINDI)-II	MA	Hindi	27	22	81.48
PGDCA-I	PGDCA	Computer Applications	11	9	81.81
M.SC.(IT)-II	MSc	Information Technology	30	27	90
M.A.(HIS)-II	MA	History	53	48	90.56
M.A.(PBI)-II	MA	Punjabi	25	23	92

M.A. (ECO)-II	MA	Economics	15	14	93.33
SHASTRI-III	Shastri	Shastri	2	2	100
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2.7 – Student Satisfaction Survey

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

<http://ssmdinanagar.org/student-satisfaction-survey/>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
International Projects	0	0	0	0
Students Research Projects (Other than compulsory by the University)	0	0	0	0
Projects sponsored by the University	0	0	0	0
Industry sponsored Projects	0	0	0	0
Interdisciplinary Projects	0	0	0	0
Minor Projects	0	0	0	0
Major Projects	0	0	0	0
No file uploaded.				

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Legal Awareness Programme on Equal Remuneration Act sponsored by NCW, New Delhi	Women Cell	25/01/2020

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

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

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Incubation Centre	Centre for Incubation, SSM College, Dinanagar	Self Sponsored	Entrepreneurship Development	Self Employment	10/07/2019
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	42000	10000

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	P.G. Department of Commerce	2	2.27
International	P.G. Department of Computer Science and IT	4	6
International	P.G. Department of Economics	4	5.5
International	Department of English	7	2.17
National	Department of English	5	5.1
National	P.G. Department of Hindi	2	2.1
International	P.G. Department of Hindi	2	5.1
International	Department of Home Science	1	1.9
International	P.G. Department of Mathematics	2	5.3
International	Department of Physical Education	1	6.6
View File			

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

Department	Number of Publication
P.G. Department of Commerce	13
P.G. Department of Computer Science IT	19
P.G. Department of Economics	11
P.G. Department of History	1
P.G. Department of Mathematics	13
P.G. Department of Physics	1
P.G. Department of Punjabi	1
View File	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Nil	Nil	Nil	2019	0	Nil	Nil
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
0	0	Nil	2019	Nil	Nil	Nil
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	68	140	1	Nil
Presented papers	3	26	Nil	Nil
View File				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Two days Workshop on Drug Prevention held from 18/10/2019 to 19/10/2019	Youth Welfare Department	25	485
World Food Day at Old Age Home,	Department of NSS	4	10

Gurdaspur			
Anti Stubble Burning Campaign on 04/10/2019	Department of NSS	15	65
Workshop on Student Solar Ambassador on 02/10/2019	Computer Science Physics in collaboration with IIT Mumbai Under UBA	15	100
Seminar on Pre-Marital Counseling held on 04/09/2019	SSM College, Dinanagar and District Legal Services Authorities, Gurdaspur	30	415
Independence Day Celebrated on 15/08/2019.	Youth Welfare Department	22	270
Seminar against Drug Addiction held on 02/08/2019 by DSP Mahesh Kumar.	Youth Welfare Department in collaboration with Department of Police, Gurdaspur	25	315
Martyrdom Anniversary organized by DC Gurdaspur on 27/07/2019.	Youth Welfare Department and District Administration And Sheed Sanik Parivar Suraksha Parishad	30	410
Cadets March on Save Environment on 13/07/2019	Youth Welfare Department 7 PB. BN. NCC, Gurdaspur	10	110
7 Days Swachh Bharat Internship Programme from 07/07/2019 to 13/07/2019	7 PB. BN. NCC, Gurdaspur Department of NSS	10	50
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
All India Basic Para Training Camp, Agra	6th Rank in All India Level	D.G. NCC	1
All India Rock Climbing Camp, Pithoragarh, Uttrakhand	1st Rank in All India Level	Brigadier, NCC Directorate Uttarakhand	1
P.M Rally, R.D.C Camp, New Delhi	Participated in R.D.C Camp, Republic Day	Honored by Honourable PM Narendra Modi and	1

		Respected President of India	
P.M Rally, R.D.C Camp, New Delhi	Participated in R.D.C Camp, Republic Day	Honored by Honourable PM Narendra Modi and Respected President of India	1
View File			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Mega Pollution Pakhwada Camp	7 PB. Bn. NCC, Gurdaspur	Mega Swachhata Pakhwada Camp from 17/09/2019 to 21/09/2019	5	100
Promotion of Youth Leadership Qualities Cultural Activities	Lok Sabhyacharak pir regd. Gurdaspur and Youth Welfare Department	Sunakhi Mutiar	2	5
Ek Bharat Shreshtha Bharat	Department of NSS	Extension Lecture on Bhartiya Sanvidhan Nirman Mein Dr. B.R Ambedkar Ka Mukhya Yogdaan on 18/12/2019	10	100
Ek Bharat Shreshtha Bharat	Department of NSS	Extension Lecture on Environment Awareness on 19/12/2020	5	60
Ek Bharat Shreshtha Bharat	Department of NSS	Extension Lecture on World Aids Day held on 20/12/2019	7	58
District Legal Services Authorities, Gurdaspur	Women Cell and Punjab State Legal Service Authority	Seminar cum Inaugural Ceremony of Pre- Marital Counseling Centre in SSM College, Dinanagar on 09/04/2019	30	415
NGO (Mahila Swasth Jagriti	Women Cell, SSM College,	Seminar on "Girls Personal	15	375

Abhiyaan)	Dinanagar	Hygiene And Safety" on 20/02/2020		
Legal Awareness Programme	Women Cell, SSM College, Dinanagar	One Day National Seminar on Women Empowerment-Women's Participation in the Research and Development in India 13/03/2020	105	175
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
One Day National Seminar on Women Empowerment on 13/03/2020	357	245000	01
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Workshops, Online Course and Training	Workshops, Online Course and Training	Apple	16/01/2020	31/12/2021	60
Workshops, Online Course and Training	Workshops, Online Course and Training	EC Council	16/01/2020	31/12/2021	70
Workshops, Online Course and Training	Workshops, Online Course and Training	Autodesk	16/01/2020	31/12/2021	60
Workshops, Online Course and Training	Workshops, Online Course and Training	Adobe	16/01/2020	31/12/2021	70
Workshops, Online Course and Training	Workshops, Online Course and Training	Microsoft	16/01/2020	31/12/2021	70

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Apple	16/01/2020	Workshops, Online Course and Training	60
Adobe	16/01/2020	Workshops, Online Course and Training	70
MicroSoft	16/01/2020	Workshops, Online Course and Training	70
EC-Council	16/01/2020	Workshops, Online Course and Training	70
Autodesk	16/01/2020	Workshops, Online Course and Training	60

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
12600000	11911315

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with Wi-Fi OR LAN	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Campus Area	Newly Added
Class rooms	Newly Added
Laboratories	Newly Added
Seminar Halls	Existing
Classrooms with LCD facilities	Newly Added
Seminar halls with ICT facilities	Existing
Video Centre	Existing

No file uploaded.

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
KOHA	Fully	20.05.04	2020

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
	Text Books	20904	4094756	167	50568	21071
Reference Books	1428	514480	12	4200	1440	518680
Journals	52	88100	Nil	Nil	52	88100
CD & Video	263	5260	210	4200	473	9460

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
00	00	00	31/08/2021

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	167	5	162	6	1	13	37	4	0
Added	39	2	39	2	2	3	0	100	0
Total	206	7	201	8	3	16	37	104	0

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

104 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Video Lecture	https://youtube.com/channel/UC0vrwoBWy8n9ft_RZobaaZA

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
30000000	27135414	7800000	7560022

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

The well-established and systematic procedure increases the life of physical as well as academic facilities. Our College has a well-defined mechanism for the maintenance of all these facilities. It is a prerequisite that both procedures and policies are bespoke as per the requirements for effective desired outcomes in academics and non-academic activities. The laboratory, library, sports, computers, and classrooms are an unremitting process and in every academic year, separate budgetary provisions are kept. The College has well-defined guidelines and process for repair and maintenance activities. The physical, academic and support facilities are maintained through various College committees. The Principal of the College after getting the feedback from respective heads of departments, in consultation reviews the existing infrastructure. The same is discussed with the governing body for budget allocation and execution of the plan. The College takes various initiatives for the maintenance of infrastructure facilities. The College has established one central library and other departmental libraries. The Library Advisory Committee of the College reviews the existing resources and gives suggestions. With the commencement of the session, each department submits its requirement of books which is consolidated by the librarian and put up before the Principal for approval. The Browsing Centre with 10 computers in the library is also accessible to students at any time for accessing e-resources through N-LIST and DELNET. The computer labs are equipped with latest software and hardware facility to accommodate the increased strength of students. The departmental labs have lab attendants for the proper maintenance of the laboratories. The institution has a Computer Hardware Maintenance Facility (CHMF) with a Hardware Engineer. Lab equipment's are strictly inspected by lab assistants before the commencement of practical classes and examinations. Users register log books are maintained and the instruments are used within the proximity of teachers. Electrically sensitive equipment are provided with necessary back up to certify stable functioning and to safeguard against voltage variations. In case of disruption in power supply, the diesel generator functions as the substitute source. The class rooms are well maintained. Most of the departments maintain departmental libraries with proper stock and issue registers. All Sports facilities are under the in-charge of the Director of Physical Education. The well-trained staff nurse in Medical Room takes care of the students by providing first-aid and other medical facilities along with common medicines. Common Room facility encourages the students to feel at home and engage in various activities during free periods. The College Hostel Committee takes care of the hostel maintenance. The separate non-teaching staff is appointed for housekeeping. The repair and maintenance work is done in and around the campus whenever the need arises.

<http://ssmdinanagar.org/pdf/Procedure%20and%20Policies.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Fee Concession for needy students	1019	1687000
Financial Support from Other Sources			
a) National	Post Matric	1334	24530421

	Scholarship Scheme		
b)International	Nil	Nil	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Add on Course in Personality Development	15/01/2020	25	SSM College, Dinanagar
Add on Course in Communication Skills	16/08/2019	30	SSM College, Dinanagar
Add on Course in Embroidery	15/01/2020	25	SSM College, Dinanagar
Certificate Course in Physical Fitness, Empowerment and Development of Self Defense Skills	15/01/2020	30	SSM College, Dinanagar
Value Added Course in Human Rights and Duties	16/08/2019	25	SSM College, Dinanagar
Add on Course in Professional Skills	16/08/2019	30	SSM College, Dinanagar
Value Added Course in Professional Ethics	15/01/2020	25	SSM College, Dinanagar
Certificate Course in Yoga and Meditation	15/01/2020	25	SSM College, Dinanagar
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Placement Orientation Session	Nil	650	Nil	78
2020	Lecture on Personality Development and Professional Skills	Nil	600	Nil	90

2019	Coaching for Competitive Exam	25	Nil	5	5
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
5	5	6

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Concentrix DAKSH (IBM)	548	78	Nil	Nil	Nil
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	179	BA/B.Sc./B BA/B.Com./BC A/B.Sc(IT)/B .Lib./B.Sc.(FD)/PGDCA/DC A/D.Lib.	Arts/Scien ces/Commer ce/ Computer Science and IT/Fashion D esigning/Lib rary Sciences	HEI	MA/M.Com/M BA/MCA/M.Sc. (Mathematics /Physics/Com puter Scienc e/IT/Zoology /Chemistry/B otony/Fshion Designing)/B .Ed/M.Lib.
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	5
View File	

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

Activity	Level	Number of Participants
Lohri Celebration on 12/01/2020	College-Level	482
Quiz Competition on the Eve of 550th Parkash Parv of Shri Guru Nanak Dev Ji	College-Level	344

on 02/11/2019		
Basketball Tournament on 27/12/2019	College-Level	70
Arya Yuvak Samelan organized by Department of Sanskrit	College-Level	385
Hawan Yagya organized on 12/07/2019	College-Level	120
Competition on Teej held on 12/08/2019	College-Level	45
Department of Physical and Sports organized Inter Department Basketball Match (Boys Girls) on 15/08/2019	College-Level	50
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Bronze Medal	National	1	Nil	9117	Jaspreet Singh
2019	Bronze Medal	National	1	Nil	11083	Jaipal Singh
2019	Gold Medal	National	1	Nil	11083	Jaipal Singh
2020	Bronze Medal	National	1	Nil	11083	Jaipal Singh
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The College follows a mechanism of decentralization and active involvement of the students in decision-making process of various academic and non-academic activities of the College as the College has an active and dynamic Student Council. The Student Council of the College involves 22 students that serve on different committees of the College to help coordinate the smooth functioning of the College. The members of the Student Council are elected on the basis of mutual consent given by all the students. The members of the Student Council are nominated in various College committees and cells to ensure maximum student participation in various College activities and to give due consideration to their needs. The Student Council provides the students a platform to share their ideas and gives opportunity to sharpen their leadership skills along with inducing feeling of responsibility. The 65 class representatives elected for the session 2019-20 from first, third and fifth semesters proportionately. These representatives are responsible to share various concerns of the students to the authority and to get them resolved. They are also responsible to represent students' grievances and to get them redressed through the Grievance Redressal Cell and the Principal. The student representation is present in the

Governing Body of the College and IQAC. Furthermore, Miss. Pooja Kumari, a student of B.Sc. is a member of IQAC of the College. The members of the Student Council are present in all meeting of the various subcommittees held regularly in the College like Student Welfare Committee, Hostel Committee, Student-Faculty Committee, Magazine Committee, Website Committee, Campus Beautification Committee, Fee Concession Committee, Library Advisory Committee, Canteen Committee, Anti-Ragging Committee, Cultural Activity Committee, Discipline Committee and like. The student representatives at all such meetings voice their opinions/ideas about various issues related to the students. The meeting of the Students' Council with all students of the College is scheduled at the beginning of every semester whereupon the Student Council members informed new students about the duties and responsibilities that are expected from them by College as they should maintain discipline and cleanliness within the College campus and they should make optimal usage of the infrastructural facilities, library facilities and canteen facilities. The students are also given due motivation to give maximum participation in various activities such as quiz, debate, sports, cultural events etc. They are closely involved in all NSS and NCC activities and assist in coordinating various awareness programmes. The Student Council in consultation with faculty members organizes all the major events and celebration of the College like the Fresher's Day, Farewell Party, Annual Convocation, Annual Prize Distribution Function, Annual Sports Meet, National Events like, Republic Day, Independence Day, Martyrs Day, Gandhi Jayanti and numerous other training programmes, seminars and workshops conducted for the benefit of the students. The Student Council is driving force in the formation of a sound academic and administrative culture of an Institution.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

SSM College Alumni Association has been duly registered under the Societies Registration Act (XXI of 1860) and as amended by Punjab Amendment Act. 1957. The Alumni Association of the College plays active role in various developmental activities of the College. The IQAC put in schedule regular meetings with alumni to take their valuable suggestions and to make certain improvements in the academic and non-academic facilities of the campus. The alumni and the teachers discuss various aspects keeping in mind the needs and demands of the current scenario which will be useful for the students and will be implemented in the current academic year. The feedback collected from alumni in the form of questionnaire is used to review the activities of the institution. The alumni are invited as resource person for seminars, workshops, conferences and guest lectures. The prominent alumni are invited in the Orientation Programme conducted for the first year students. They provide their experience and expertise with regard to corporate expectation and inspire students to develop job oriented skills among them. Alumni Surveys are also conducted to take valuable suggestions of alumni. There is a separate space on College website for alumni where they can get registration form to register themselves for College Alumni Association. The Star Alumni are also displayed on College website so that other students can get inspiration from them and perform well in various academic and co-curricular activities. The alumni also provide financial support to the institution to contribute to the developmental activities of the College.

5.4.2 – No. of enrolled Alumni:

724

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

5.4.4 – Meetings/activities organized by Alumni Association :

1. Two Alumni Association Meetings were held on 4 August, 2019 and 10 February, 2020.
2. Alumni Survey was conducted on 8 February, 2020.
3. Annual Convocation was held on 9 February, 2020.
4. Alumni Meet was organized on 8 February, 2020.
5. One Day National Seminar on Women Empowerment- Women's Participation in Research and Development in India was organized on 13 March, 2020.
6. Lecture on Personality Development and Positive Thinking was organized on 7 February, 2020.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT**6.1 – Institutional Vision and Leadership**

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

The College ensures decentralization and participative management through various quality measures. The IQAC has formed various committees for the smooth functioning of academic and non-academic activities of the College. The conveners of these committees have been working hard under the supervision of the College Principal and enjoy independent decision making power. The institution follows program wise decentralization. There are 35 Programme coordinators who are responsible for all the concerns related to the various courses available in the campus. The Teacher Council in the College assists the principal in every decision for the smooth functioning of the College. The multifarious activities on the College level as well as on inter College level are organized from time to time by the departments exclusively to inculcate the spirit of mass participation among students. The Admission Committee has its own particular role to arrange the admission for the College. The members of the Admission Committee visit nearby villages and educational institutions to motivate students for admission. The Examination Committee of the College prepares schedule of all the exams (unit-tests and mid-term-exam) and organizes these exams according to the set schedule to introduce credible examination system. The University Exams are held as per the instructions of G.N.D.U. Amritsar. Besides the regular university exams, a number of other competitive exams are conducted by the College as per the requirements of the government. The Cultural Committee and Youth Welfare Club plan all the cultural activities to be organized every year. The students trained by these committees participate in youth festival organized by the university. All the sports activities are organized by Department of Physical Education in the College. The players are trained by the coaches for various competitions. Similarly Discipline Committee of the College looks after the overall discipline of the College. All the teachers perform discipline duties in their vacant lectures. The College Development Committee takes care of all the decisions regarding the development of the College under the guidance of the principal. All these decisions are implemented by the Construction Committee. The Anti-Ragging Committee of the College keeps in touch with the students and all the students of the College feel fully secured. The teachers are also appointed as representatives in the Governing Body as Bursar, IQAC Convener, Financial and Executive Expert. The Purchase Committee has its own unique role to play in the development of the College. It keeps the record of all purchases made for the development of the College. The institution promotes a culture of participative management as both students and staff members are allowed to share any suggestion for the enhancement of the quality of service provided by the institution. There is a provision in the College whereby students and Staff members can directly contact anybody in the given hierarchy to communicate their complaints and suggestions.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Industry Interaction / Collaboration	The IQAC of college always supports various industrial linkages to improve the quality of teaching- learning process and to relate theory with real life situations. The college is leaving no stone unturned to sign quality MoUs with industries and organizations as 21 quality MoUs have been signed this year. The IQAC suggests to maintain linkage with ICT industries and resolve to complete the procedure of becoming a member of the ICT industries for maintaining a good interaction and collaboration linkage. Similarly, the college is making efforts to sign MoUs with different colleges and universities for the academic excellence. The industrial visits, training and internships are planned to give wide exposure to students.
Human Resource Management	The human resource management system of the college focuses on improving skills, abilities and knowledge of the students to enable them to have better placement opportunity and better place in the society. The Job fairs are organized every year in the college in which a number of students are placed in multinational companies. The faculty members are motivated to participate in National/ International level Seminars/ Conferences/ Workshops to add to their knowledge. They are encouraged to pursue their doctoral degrees. The College also organizes different motivational programmes and career oriented programmes for building up of sound human resource .
Library, ICT and Physical Infrastructure / Instrumentation	The institution has been making consistent efforts to make maximum use of various latest IT resources at both administrative and academic levels. The College has upgraded the central library by making it fully automated using ILMS software KOHA version 20.05.04 Version. All the activities of Library are automated. The software is used to take care of all the administrative and management functions

of the Library. All books are cataloged digitally using this software. An online public access catalogue (OPAC) is implemented to enable the students for speedy and convenient access to the library catalogue. The College has e-library facility in which there is a separate section for students to work on computers for accessing e-resources through N-LIST and DELNET. The Biometric attendance machines connected with Wi-Fi to register attendance of Teaching and Non-Teaching staff members are also placed. The Public Address System is also installed in the campus to make important announcements. The Digital speakers have been installed in the classrooms. New desktops Core i5/8GB RAM/1TB HDD/Windows10, colored printers, projectors, online UPS, laptops have been added to the IT Infrastructure. Two Xerox machines with 25 copies per minute capacity have been purchased for speedy printing of the documents. The College has upgraded the internet connectivity from 4mbps to 100 mbps with NETPLUS broadband.

Research and Development

The Research and Development Committee is responsible for providing guidance to the faculty and students. The Committee motivates the faculty members to publish papers in UGC notified, SCOPUS/ Web of Science indexed Journals with high impact factor. The faculty members are encouraged to present papers in National and International level Seminars, Workshops and Conferences. The financial assistance is provided to faculty members to attend these programmes. The research center of the college equipped with all the facilities for the faculty members and students. The faculty members are also encouraged for Ph.D in their respective subjects. There is a procedure to provide incentives to those faculty members who perform well in research domain.

Examination and Evaluation

The College follows the examination system as per the guidelines of the Guru Nanak Dev University, Amritsar. The examination is carried out in an online mode due to pandemic COVID-19. The students have to fill examination forms and make payments as per university charges. The college for the

record of internal examination in the form unit test, monthly short-term test and pre-university examination purchased software named Web School Manager. The teachers make use of this software to carry out various activities to keep the examination record of the students. The internal evaluation through class tests, tutorials, seminars/presentations. The departments analyze the results at the end of the examinations to gauge the learning outcomes of the students. The remedial coaching helps the needy students to do better in their examinations. The emphasis is given on the conceptual clarity of students in remedial coaching. The Internal assessment which consists of internal tests, presentations, projects and assignments are conducted to evaluate the performance of students.

Teaching and Learning

The College makes persistent efforts to improve the quality of the teaching-learning process. An effective time table is prepared according to the academic calendar of the year. The departments allocate subjects to teachers as per their interest and experience. The teacher dairies are maintained by the teachers by the teachers. The internal assessment is done and focus on the enhancement of inter-personal skills among students through value education. The various course delivery methods are followed by the faculty members. The classroom teaching is integrated with with various updated ICT tools. The seminars, conferences and workshops are organized to relate theory with real life situation.

Curriculum Development

SSM College has a mechanism for effective, documented curriculum delivery. The college is affiliated to Guru Nanak Dev University Amritsar and follows the curriculum prescribed by the University. Then IQAC of the institution prepares the academic calendar for the institution for effective curriculum delivery. The College follows the curriculum developed by its affiliating university but for courses under NSQF and Certificate/Add On/Value Added courses, the senior faculty members design the syllabus.

<p style="text-align: center;">Admission of Students</p>	<p>The admission is done both on offline and online basis. The entire admission process is based on the reservation policy of the State Government. The registration form is also displayed on the college website or can be collected the same from the admission cell. The Admission Committee verifies the application forms of the students and then forwards the report to the principal for the final decision. The admission is granted to those students who fulfill all the norms for their respective courses. The admission fee can be paid through any mode offline or online as both modes are available at the institution.</p>
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6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
<p style="text-align: center;">Planning and Development</p>	<p>The institution is planning to introduce and implement ICT tools for the digitalization of the whole campus. The updated software for both academic and administrative sections of the institution is purchased to enhance the quality of working and to save time, energy and cost. The institution is planning to establish new labs and renovate the existing ones. The IT infrastructure needs to be upgraded keeping in mind the demands of changing global scenario.</p>
<p style="text-align: center;">Administration</p>	<p>The administration section of the college is partially automated as few activities are carried out manually. The College installed customized software Web School Manager for office automation which manages all complex tasks and takes care of administrative needs of the College. The record of all enrolled students for various programmes is preserved digitally using this software. All the accounts of administrative office are maintained with the help this software. The various reports are maintained and generated with the help of the software. The College has upgraded the central library by making it fully automated using ILMs KOHA. All books are cataloged digitally using this software. An online public access catalogue (OPAC) is implemented to enable the students for speedy and convenient access to the library catalogue. The Bio metric attendance</p>

	<p>machines that connected with Wi-Fi to register attendance of Teaching and Non-Teaching staff members are placed. The public Address System is also installed in the campus to make important announcements. The Digital speakers have been installed in the classrooms.</p>
Finance and Accounts	<p>The institution has been making consistent efforts to make maximum use of various IT resources in both administrative and academic field to make everything digital inside the College campus and also to enhance the working efficiency. The account branch is partially computerized. The College installed a customized software named Web School Manager which manages all complex tasks and takes care of academic and administrative needs of the College. All the accounts of administrative office are maintained with the help of ERP Tally software. The software is also used to generate various reports based on each module. The grants are received through PFMS.</p>
Student Admission and Support	<p>The admission is done both on offline and online basis.. The entire admission process is based on the reservation policy of the State Government. The registration form is also displayed on the college website or can be collected the same from the admission cell. The students can also take admission online. The admission fee can be paid through any mode offline or online as both modes are available at the institution.</p>
Examination	<p>The college follows the examination system as per the guidelines of the Guru Nanak Dev University, Amritsar. The examination is carried out in an online mode due to COVID-19. The students have to fill examination forms and make payments as per university charges. The college for the record of internal examination in the form unit test, monthly short- term test and pre-university examination purchased software named Web School Manager. The teachers make use of this software to carry out various activities related to keep the examination record of the students.</p>

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2020	Ms. Sudiksha	National Seminar on Intellectual Property Rights held on 09/03/2020	Nil	500
2020	Ms. Gitika Mahajan	National Seminar on Intellectual Property Rights held on 09/03/2020	Nil	500
2020	Mrs. Gurpreet Kaur Sidhu	National Seminar on Intellectual Property Rights held on 09/03/2020	Nil	500
2020	Mr. Satnam Singh	5th International Conference on the theme Integrated Approaches on Research in Humanities and Social Sciences" conducted on 03/06/2020	Nil	500
2020	Mr. Satnam Singh	National workshop on Writing and Publishing Quality Research Paper in Commerce and Business Management from 08/02/2020 to 09/02/2020	Nil	500
2020	Mrs. Sushma Devi	International Conference (Under CPE) Women: An Equal World is an Enabled World dated on 06/03/2020	Nil	500
2020	Mr. Amit Kumar	5th International	Nil	500

		Conference on the theme Integrated Approaches on Research in Humanities and Social Sciences" conducted on 03/06/2020		
2020	Mr. Amit Kumar	Online International Conference on the topic Vedic Knowledge: The Highest Contribution of Aryavarta to the World on 09/05/2020 to 11/05/2020	Nil	550
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Nil	One Two Days Workshop on MS Excel	17/08/2019	17/08/2019	Nil	16
2019	One Day Workshop on Online Teaching Tools	Nil	07/09/2019	07/09/2019	85	Nil
2020	One Day Faculty Development Effective Teaching Skills	Nil	25/01/2020	25/01/2020	81	Nil
2019	Nil	Training Programme for to use the software entitled Web School Manager	29/06/2019	29/06/2019	Nil	17

2020	Nil	Training Programme for Library Staff to use KOHA	27/06/2020	27/06/2020	Nil	8
2020	Nil	Awareness Lecture on Health and Hygiene tips	19/02/2020	19/02/2020	Nil	25
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Online FDP on Internet of Things Designing and its Applications	2	24/06/2020	26/06/2020	3
UGC Sponsored Refresher Course in Social Sciences	1	20/02/2020	04/03/2020	15
7 Days Training Orientation Programme NSS Programme Officers	1	21/02/2020	27/02/2020	7
Online FDP on E-Learning: Blackboard to Broadband	2	30/06/2020	06/07/2020	7
Online FDP on Moodle Learning Management System	6	08/06/2020	12/06/2020	5
One Week FDP on Entrepreneurship, Incubation and Innovation	4	23/06/2020	29/06/2020	7
One Week FDP on Open Source Tools for Research	4	08/06/2020	14/06/2020	7

FDP on Art of Writing Research/ Review Articles for Publishing in Peer Reviewed Journals	4	31/05/2020	31/05/2020	1
Four week Orientation Programme Faculty in Universities/Colleges /Institutes of Higher Education	2	26/06/2020	24/07/2020	29
Online FDP Evolution from Offline to Online Teaching	33	30/05/2020	03/06/2020	5

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
46	43	9	34

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Teaching Institution gives duty leave and financial assistance to faculty members to take part in various academic programmes. 2. Regular Health Check-Up Camps and Specialized /Reputed doctors are invited for special talks. 3. On campus free medical facility	1. Provident Fund and ESI coverage as per rules 2. On campus free medical facility. 3. Organize workshops and counseling sessions. 4. Fee concessions to the children of the staff. 5. Regular Health CheckUp Camps and Specialized /Reputed doctors are invited for special talks.	1. Fee Concession. 2. Provision of payment of fees in installments to the needy students. 3. Regular Health Check-Up Camps and Specialized /Reputed doctors are invited for special talks. 4. On campus free medical facility. 5. Organize workshops and counseling sessions. 6. On Campus and Off Campus Placement. 7. 11,000 Prize Money to University Merits Holders. 8. Fee Concession to Sports Students.

6.4 – Financial Management and Resource Mobilization

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

The institute has a well-defined and systematic procedure for internal and external audits. The College conducts Academic and Administrative Audit at both internal and external levels every year. The IQAC forms a committee for AAA and the committee verifies all the data related to the income and expenditure of

the institution. Thereafter income and expenditure accounts are verified and certified by the Chartered Accountant. The IQAC forms a Budget Committee to keep a check on utilization of available funds. The Budget Committee is responsible for fund allocation and utilization. The College goes for periodic inspection in which the income and expenditure accounts are thoroughly verified. The Academic and Administrative Audit at both internal and external verification of the accounts is done to get true and fair view of financial result. The College receives grant through PFMS.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Dayanand Pharmacy, Dinanagar	516000	College Development
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6.4.3 – Total corpus fund generated

94030781.93

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Experts from various Higher Education Institutions	Yes	IQAC
Administrative	Yes	Experts from various Higher Education Institutions	Yes	IQAC

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

1) One Parent- Teacher meeting is organized for all students. The interaction between staff members and parents is carried out through phone calls and personal meetings throughout the year. 2) An Orientation Programme is organized for both parents and students of the first year to let them know about the rules and regulations of the College. 3) The feedback is taken from parents through online mode in the form of questionnaire at Parent- Teacher Meet and suggestions are given due care.

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

1. The Administrative and Accounts Support Staff members undergo training to use the software entitled Web School Manager for their work. 2. The library staff is given training regarding the usage of Integrated Learning Management Software KOHA. 3. An Awareness Lecture on Health and Hygiene tips was organized on 19 February, 2020 for the support staff.

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

1. Digitalization of College Central Library by making it fully automated with IILMS KOHA and renewal of membership under N-LIST and DELNET. 2. Up gradation of College IT infrastructure with latest computers, printers, projects, scanners and with NETPLUS broadband connection with 100 Mbps speed. 3. Purchased

upgraded software for academic and administrative staff Web School Manager. 4. Developed four smart classrooms to leverage ICT tools in teaching learning process. 5. Started 3 Vocational, 3 Diploma and 1 Certificate Course.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Environment Protection Day Celebration	05/06/2019	05/06/2019	05/06/2019	30
2019	Seminar on Pre-Marital Counseling	04/09/2019	04/09/2019	04/09/2019	445
2019	Student Solar Ambassador Workshop	02/10/2019	02/10/2019	02/10/2019	115
2019	Awareness Campaign on Stubble Burning	04/10/2019	04/10/2019	04/10/2019	80
2019	Plastic Free Campaign	17/09/2019	17/09/2019	17/09/2019	108
2019	Swachh Bharat Internship Programme	07/07/2019	07/07/2019	13/07/2019	60
2020	Legal Awareness Programme sponsored by National Commission for Women , Delhi	25/01/2020	25/01/2020	25/01/2020	413
2020	Feedback collected from all stakeholders	28/02/2020	14/02/2020	28/02/2020	2960
2020	Renewal of membership under N-LIST programme	12/03/2020	12/03/2020	12/03/2020	2

2020	Academic and Administrative Audit	18/03/2020	18/03/2020	18/03/2020	35
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
One Day National Seminar on Empowerment - Womens Participation In The Research Development In India	13/03/2020	13/03/2020	280	Nil
One Day National Level Legal Awareness Program "Awareness On Legal Provision For Women Protection And Women Empowerment"	25/01/2020	25/01/2020	357	Nil
Seminar on Pre- Marital Counseling	04/09/2020	04/09/2020	350	65

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

Percentage of power requirement of the University met by the renewable energy sources
15.38

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Ramp/Rails	Yes	2
Rest Rooms	Yes	2
Special skill development for differently abled students	Yes	2
Any other similar facility	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	7	7	07/07/2020	7	SBSI-2.0 (Visit to Adopted Villages)	Door to Door campaign to aware villagers about cleanliness, Solid and Liquid Waste Management.	50
2019	7	7	17/09/2019	7	Mega swatchta Pakhwara in collaboration with Arya School, S.S.M College, and 7 Punjab Battalion	To aware people about various environmental issues	200
2019	1	1	13/07/2019	1	Celebrating International Pollution Control Day under Environment Protection Scheme	To aware students about environment protection	110
2019	1	1	02/08/2019	1	Seminar against Drugs Addiction by DSP Mahesh Kumar	To aware about Drugs	315
2019	1	1	04/09/2019	1	Seminar on Pre-Marital Counseling	To aware Girl Students about the Marital	415

						Issues	
2019	1	1	02/10/2019	1	Workshop on Student Solar Ambassador	To train the students for assembling Solar Lamps	100
2019	1	1	04/10/2019	1	Anti Stubble Burning Campaign	To aware people bad Effects of stubble burning on environment	65
2019	2	2	18/10/2019	2	Workshop on Drug Prevention	To aware about Drugs	485
2019	1	1	30/11/2019	1	Seminar on Legal Services	To aware People about their Legal Rights	255
2019	1	1	04/04/2019	1	Blood Donation Camp	Donate 50 Blood Units to Civil Hospital, Gurdaspur	50

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

Title	Date of publication	Follow up(max 100 words)
Human Values and Professional Ethics	15/07/2019	The college publishes a handbook containing guidelines for various stakeholders at the beginning of every session and keeps it in the college library so that everyone can read it. The Handbook contains the vision and mission statements of the college to inspire and motivate the students, into a disciplined lifestyle in the college. The book also contains the roles and responsibilities that

institution expects from various stakeholders and the same information is also displayed on the college website.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Seminar against Drugs Addiction by DSP Mahesh Kumar.	02/08/2019	02/08/2019	340
Environment Protection Day	05/06/2019	05/06/2019	30
Anti Stubble Burning Campaign	04/10/2019	04/10/2019	80
World Food Day at Old Age Home, Gurdaspur	16/10/2019	16/10/2019	14
Two day Workshop on Drug Prevention	18/10/2019	19/10/2019	510
Seminar on Legal Services by Youth Welfare Department	30/11/2019	30/11/2019	267
Extension Lecture on Bhartiya Sanvidhan Nirman Mein Dr. B.R Ambedkar Ka Mukhya Yogdaan	18/12/2019	18/12/2019	110
Extension Lecture on Environment Awareness	19/12/2019	19/12/2019	65
Pledge Ceremony on National Voters Day	25/01/2020	25/01/2020	2235
Celebration of International Women's Day - Guest Lectures on the theme "Great Women of India"	10/03/2020	10/03/2020	52

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Celebrated Environment Protection Day on 5 June, 2019. 2. Megha Pollution Pakhwara from 7 July, 2019 to 13 July, 2019. 3. International Pollution Control Day on 13 July, 2019. 4. Anti-Stubble Burning Campaign on 4 October, 2019. 5. Seven days Swachh Bharat Internship Programme from 7 July, 2019 to 13 July, 2019. 6. Plastic Free Campaign on 05 October, 2019. 7. Cadets March on Save Environment on 13 July, 2019. 8. Solar Ambassador Workshop on 2 October, 2019.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

7.2 Best Practice 1: Socio-Economic Upliftment of Women Folk of the Area: A Step towards Women Empowerment. Context: The College aims at socio-economic upliftment of the women and their overall development through various quality services. The women from rural backward area are generally deprived of educational opportunities due to the age old practices. There are several unfavorable conditions in the nearby areas of the institution that prevent the girl students to pursue higher education. Hence, the College adopted it as its best practice to empower women by providing quality education by keeping in view the miserable condition of women in the region. Objectives: • To uplift the socio-economic status of the women through quality education. • To encourage girl students to take up employment-cum- income generation programmes. • To train girl students to become skilled, productive and creative to survive in this global changing scenario. • To raise awareness among girl students regarding their legal rights to education and development. • To make women self-reliant by developing job oriented skills among them. Practice: The College adopts multifarious practices for the holistic development of the girl students in the College and to make them valuable assets of the society. The College provides free admission to SC and ST girl students as per the direction of government. The College also offers scholarships, free ships, and fee concession to girl students. The College offers good infrastructure facility to all students. The safety and security of girl students in the campus is on priority. The CCTV Cameras have been installed to provide safe environment to girl students in College campus. The College has a language lab with an expert to inculcate soft skill and professional skills among girl students to enable them to serve the corporate needs of the industries. The medical facility is also provided to the girl students. The placement Cell of the College is responsible to make all the girl students aware of different job opportunities available at global level. The job fairs are organized at regular intervals to provide maximum job opportunities to girl students. Moreover, College regularly organizes various programmes keeping in mind the overall development of the girl students. NCW, New Delhi sponsored Legal Awareness Programme on "Legal Rights for Women" was organized on 25 January, 2020 in which 357 girl students took participation. The International Women's Day was celebrated on 10 March, 2020. The College also organized a seminar on Pre-Marital Counseling on 09 March, 2019 to counsel married as well as unmarried girls on marriage related issues. One Day National Seminar on Women Empowerment- Womens Participation in the Research and Development in India" was organized on 13 March, 2020. An awareness lecture on World Aids day was organized on 20 December, 2019 in which 58 students participated. Vocational courses have been started in the College and girl students are encouraged to take up those courses so as to enable them to earn their livelihood. An Extension Lecture on Personality Development and Positive Thinking was organized on 7 February, 2020 to groom the personality and professional skills of the students. Impact of the practice: It is proud to mention that the College has made admirable contribution in shaping careers of its many girl students and played an amazing role in the overall development of them who in turn have brought glories to the College and society as whole. The girl students have been benefited from the excellent education provided by the College and achieved the top positions in academic, cultural, sports, etc. The large number of girl students got selected at the placement drive organized by the campus on 20 July, 2019. More than 100 girl students are enrolled in Certificate/ Add On / Value Added courses and completed their respective courses successfully. The girls participated in the sports events and won medals in various competitions organized at university and inter-College level. The girl student is also the member of IQAC. More than 60 percent of College staff are women. The awareness programmes and activities organized by the College proved beneficial as many girl students got awareness regarding their

constitutional rights through legal awareness programme organized at the College. Awareness regarding Shakti App among students was made by organizing training programme on 15 Feb, 2020 in which 400 girl students participated. The Seminar on Girls' Personal Hygiene and Safety was organized on 20 February, 2020 in which 375 girl students participated and got their various health issues resolved. Obstacles: The girls enrolled in the College are generally from socio-economic backward area. Their parents are not much educated. Sometimes it is very difficult to convince them to let their ward go for higher education as for girls they prefer marriage at early age. Resources required: The finance required to carry out all the activities is provided by the College management. Best Practice: 2 Title: Digitalization of the Campus to Improve the Quality of Teaching Learning Process Context: The present age is the age of technology and plays a key role in the education system as it offers countless possibilities to integrate ICT in the education system. It helps tremendously to provide quality education and to groom the personality of the students as per the demands and needs of the present time. The online mode of education has speed up the whole education scenario due to Covid-19. It also offers planned and organized system of education. Objectives: • To support the use of ICT in teaching- learning process to improve its quality. • To make use of latest technology and ICT tools to enable students to survive in this competitive corporate world. • To create an excellent educational environment with modern technological gadgets. • To create new knowledge, insight by imparting dynamism to the educational process. • To bring digitalization in academic and administration section of the institution. Practice: The institution has been making consistent efforts to make maximum use of various latest IT resources in both administrative and academic field to enhance the quality of its educational services. The College purchased upgraded software named Web School Manager for both academic and administrative purposes. The software is used to keep record of various activities like registration, admission, fee, examination and result etc. The teaching Staff also makes use of this software to get automated student attendance, to generate internal marks reports, to upload study material and various assignments. The College has upgraded the central library by making it fully automated using ILMS KOHA. An OPAC is applied to enable the students for quick and convenient access to the library catalogue. The College has renewed the membership of DELNET and N-LIST programme through INFLIBNET. The Bio-metric attendance machines connected with Wi-Fi are placed. The Public Address System is also installed in the campus to make important announcements. The internet connectivity has been upgraded from 4mbps to 100mbps with NETPLUS broadband. New desktops Core i5/8GB RAM/1TB HDD/Windows10, colored printers, projectors, online UPS, laptops have been added to the IT Infrastructure. All in one Laser B/W Printer with Duplex has been installed to save cost, time and energy. The College has updated 4 classrooms as smart classrooms by adding latest gadgets like smart boards, projectors, digital speakers, and many more. The College enhanced the quality of education by facilitating the acquisition of basic skills of ICT enabled education-like, google classroom, WhatsApp groups to its students and faculty members. Impact of the practice: The practices adopted by the institution brought excellent results. It helps greatly in providing quality education and even in grooming the personality of the faculty as well as students. The College uses ICT to give benefit the learners to improve their abilities to meet the highest truthful expectation of the present time. The teachers use innovative ways to provoke interest and enthusiasm of the students in the class with the establishment of smart classrooms. The various engaging and interesting methods are adopted by the teachers to help slow learners to clear their concepts. In the same way the merit holders gain additional knowledge and information with these ICT tools and do their best to meet the highest truthful expectation with the help of ICT. The online mode of education has boost the whole education scenario with some questions on its quality. The language

teachers use ICT facilities in language lab. The up gradation of ICT infrastructure and the idea of digitalization of the campus improved the quality of the services provided by the institution. They use a diversity of levels of pedagogical interactivity in each class. The implementation of ICT saves the time, energy and cost of both the academic and administration staff members. The quality of educational services provided by the institution is also improved. Obstacles if any: The students are generally from rural backward area and they are not well acquainted with use of ICT tools. It becomes difficult to bring uniformity in teaching learning methods in the classroom as few students don't feel comfortable using these tools. Resources required: The finance is provided by the College management.

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

<http://www.ssmdinanagar.org/>

7.3 – Institutional Distinctiveness

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

The distinctiveness of the college lies in its ability to develop environment consciousness among students to transform the institution into pollution free and environmentally friendly zone. The college considers it as its prior responsibility to make society aware of the worsening environmental parameters and also making efforts to convince them to adopt eco-friendly methods by promoting environmental awareness and participation in conservation efforts to minimize the threat. The various quality practices are adopted by the college to inculcate among students the environment friendly values. The College has organized a program "Plastic Free Campaign" on 4th October 2019 in which 200 students and 10 faculty members have participated. The core motive of the programme is to reduce plastic pollution in the college campus with the special focus on the reduction and elimination of plastic bottles, plastic straws, utensils and plastic food packaging. Instead of buying bottled water students are encouraged students to use refillable like stainless steel bottles or glasses. The Environment Protection Day was celebrated on 05th June, 2019 in which 20 students and 10 faculty members have given active participation. On the recommendation of the IQAC, total number of 107 trees planted in the campus. Moreover, the task of labelling all the plants and trees in the college for their identification is assigned to the final students of B.Sc (Medical). The College has conducted 11 days Mega Swachhta Pakhwada Camp from 17th to 21st September, 2019 in which 200 students and 10 faculty members participated. The college has organized Anti-Stubble Burning Campaign on 4th October, 2019 in which 80 students and teachers have taken part in the college premises. On the recommendations of the IQAC, the college has decided to aware nearby villages about the harmful effects of stubble burning. The college organized "Solar Ambassador Workshop" on 2nd October 2019 in which 115 students and teachers have participated. The college organized Cadets March on Save Environment on 13th July 2019 with 120 participants. The college conducted commencement of 7 days "Swachh Bharat Internship Programme" from 7th to 13th July 2019 with 10 faculty members and 50 students. In addition, the college organized "International Pollution Control Day" on 13th July 2019 with 118 participants. The Green Campaign is another initiative that spread awareness among students and staff members about the benefits of adopting green practices and helps to sustain eco-friendly environment in the campus. The College implemented various methods to save energy by putting slogans on the walls of the campus. The LED bulbs are used in the campus. The endless efforts have been made by the institution to promote and sustain eco-friendly value among students and the people of nearby area to save the environment.

Provide the weblink of the institution

<http://www.ssmdinanagar.org/>

8.Future Plans of Actions for Next Academic Year

The IQAC of the College has planned following activities for next academic year 2019-20: • To conduct meetings of IQAC periodically. • To submit AQAR for academic year 2019-20. • To fulfill recommendations made by AAA Peer Team. • To incorporate ICT tools in teaching -learning and evaluation process of the College. • To organize National and International level webinars on various themes. • To encourage Faculty Members for Quality Publication in UGC notified, SCOPUS indexed and Web of Science Journals. • To participate in NIRF. • To collect funds from alumni and industry/companies. • To collect feedback from all stakeholders for effective functioning of the institution. • To conduct Online Student Satisfaction Survey. • To organize Workshop on IPR, Research Methodology and Entrepreneurship