Yearly Status Report - 2018-2019

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, District Gurdaspur**
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)	http://ssmdinanagar.org/pdf/AQAR%202017-18

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://ssmdinanagar.org/pdf/Academic%20Calender%20%20June-2018%20to%20Dec-2018.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	**A**	**3.04**	**2016**	**29-Mar-2016**	**28-Mar-2021**

6. Date of Establishment of IQAC	**12-Sep-2012**

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

Tree Plantation Drive	07-Sep-2018 1	220
International Human Rights Day	10-Dec-2018 1	367
Submission of AQAR 2017-18	31-Dec-2018 1	10
ISO Certification Quality Management System	02-Jan-2019 60	151
ISO Certification Environment Management System	02-Jan-2019 60	151
Online Students Satisfaction Survey(SSS)	10-Jan-2019 10	2830
Green Audit, Environment Audit and Energy Audit	17-Jan-2019 15	12
Renewal of the membership under the N-LIST programme	25-Feb-2019 1	2
International Women's Day	08-Mar-2019 1	60
Academic and Administrative Audit	01-May-2019 1	32
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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
Ms. Ritika, Assistant Professor, Department of Physics	INSPIRE	DST	2018 05	800000
View File				

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 :	**4**
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)

Conducted 4 Regular Meetings of the IQAC and submission of AQAR 2017-18.

ISO Certification 9001:2015 and 14001:2015.

Campus Recruitment on 24 January, 2019.

Collection of Feedback from all stakeholders and conducted Online Student Satisfaction Survey (SSS).

Signed 12 quality MoUs with reputed industries and organizations.

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
Digitalization of classrooms.	The room no. 1,2,3,4,5 6 have been equipped with latest technological gadgets..
To conduct Academic and Administrative Audit.	Conducted Academic and Administrative Audit on 1 May, 2019.
To promote Industry linkage for giving maximum exposure to the students of Commerce, Computer Science, IT , Fashion Designing and skilled courses.	12 Quality MoUs have been signed to provide industrial exposure and better placement opportunities to students.
Encouraging the faculty to participate in Seminars/Conferences/Workshops at National and International level.	The faculty members participated in 51 Seminars/Conferences/Workshops at National and International levels and the financial assistance to attend the programmes was provided by the institution.
To submit AQAR for academic year 201718.	Submitted AQAR for 201718 on 31 December, 2018.
To start new U.G, P.G, Diploma and Vocational courses.	B.Voc Courses (04), Diploma Courses (03) Certificate/ADD On/ Value Added Courses (05) were started.
Enrichment of College Central Library.	The library is updated with new books to fulfill the requirements of new courses and the renewal of membership

	of NLIST programme through INFLIBNET is done on 25 Feb, 2019. New journals, magazines and periodicals also added to the library.
To conduct meetings of IQAC periodically.	Conducted 04 Meetings of IQAC on 25/05/2018, 16/7/2018, 16/11/2018 & 21/01/2019.
To take feedback from all stakeholders (for example, students, Parents, Alumni, Employers and teachers)	IQAC planned schedule to collect feedback from all stake holders and conducted meeting with teachers to discuss the mechanism to fill feedback forms.
To organize Job Fair to provide better placement opportunity to students.	The Job fair was organized on 24 January, 2019.
[View File](#)	

14. Whether AQAR was placed before statutory body ? — **Yes**

Name of Statutory Body	Meeting Date
IQAC	10-Feb-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	**2019**
Date of Submission	**28-Feb-2019**

17. Does the Institution have Management Information System ? — **Yes**

| If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words) | The College has a sound Management Information System in which all key constituents of the College play important role to get systematized information flow and decision making processes. The meetings with both teaching and nonteaching staff are scheduled to discuss and decide on matters relating to academics and administration. 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 of the staff members. The College has provided improved hardware and software facility for data management system to both administrative and academic staff members. The administrative office installed a customized software (Software Solution) which manages all complex tasks and takes care of academic and 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 of ERP Tally software. The finance section of the College has also been automatized with the help of this software.The software is also used to generate various reports based on each module. The central library of the College is partially automated as few library activities are carried out manually. It has Library Management Software named Bibliosoft to automate, manage and look after all the functionality of College library. It is used to take care of all the administrative and management functions of the Library. It organizes and manages the information of books, articles, journals, magazines and periodicals in most economical and effective manner. The software is capable of generating various reports for record keeping. The record of issue and return of books is done on manual basis. All the books in the library have been duly barcoded. The College also has elibrary facility in which there is a separate enclosure for students to work on computers for accessing eresources. Additionally, the library has access to eresources through a programme entitled National Library and Information Services infrastructure for Scholarly Content (NLIST).The College has also taken the membership of DELNET. The College has put in use various IT resources to maintain easy and systematic record of various activities of the College. The entire campus including Hostel has WiFi connectivity with Internet bandwidth speed 4 Mbps. Each department is provided with computer, printer, scanner and Internet facility to keep record of all departmental activities

such students attendance, internal assessment, logistic, question paper scripts, result maintenance, print mark sheets etc. All the computer labs have been upgraded with latest hardware and software along with printing, photocopy and scanning facilities. New desktops Core i3/4GB RAM/1TB HDD/Windows10 have been added to the IT Infrastructure. The old monitors have been replaced with new LEDs. The institution is making good efforts to put in use the latest technology to make the management information system secure and reliable.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The institution is committed to effective delivery of curriculum in a well-planned and documented way by keeping in mind the vision and mission of the College that is the holistic development of the students and thus enabling them to survive in this global changing scenario. SSM College is affiliated to Guru Nanak Dev University, Amritsar and the guidelines of the university are always taken into consideration while planning the curriculum. The meeting of IQAC is planned at the beginning of every academic semester, to form various committees for the smooth functioning of curricular and co-curricular activities of the college. The College level committees prepare guidelines and framework to suit the requirements of different programmes. The academic calendar is prepared by the IQAC in which all the activities are chalked out by keeping in consideration the all-round development of the students. The timetable committee prepares academic timetables for all streams. Orientation programme for students is organized to aware the new students about the tradition and culture of the College. Induction programme for the new faculty members is also put in schedule to make curriculum delivery effective and outcome based. Each faculty member maintains a teacher diary with number of hours of teaching recommended by the university. The faculty members make maximum use of ICT tools to make teaching-learning process effective and engaging. The continuous evaluation and internal assessment is carried out through presentations, assignments, projects, class tests, and group discussions to achieve the learning outcomes. This mechanism helps in evaluating the students learning levels and accordingly remedial actions are taken through mentoring and other academic counseling mechanism. Special measures have been adopted by the institution to assess students' practical knowledge. The IQAC of the college also makes arrangements for remedial classes for slow learners and special classes for advance learners to improve their respective results. The College infrastructure facilities are constantly being upgraded to suit the needs of changing curriculum. The College has well-equipped science and ICT labs and classrooms with modern technological gadgets and Wi-Fi facility. The renovated well-stocked College library offers various web based facilities and has access to online databases through programmes entitled N-LIST and DELNET. The institute has taken various efforts to supplement university curriculum by introducing new 21 Add On/Certificate/Value

Added Courses. The extension lectures, workshops, seminars and conferences are organized to relate syllabi with real life situations. The College also arranges programmes on special occasions like Independence Day, Republic Day, Women's Day, Celebration of Birthday of Scientists and like to aware the students regarding the contribution by people of eminence.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Nil	Diploma in Office Automation and Tally	13/09/2018	365	Employability/ Entrepreneurship Programme	• Office Automation Clerk • Office Automation Technician • Office Automation Analyst • Support Assistant • Secretary (Office Automation)
Nil	Diploma in Dress Designing and Tailoring	13/09/2018	365	Employability/ Entrepreneurship Programme	• Fashion Consultant • Personal Stylist • Technical Designer • Fabric Quality Control Manager • Fashion Buyer • Fashion Coordinator • Fashion Merchandiser • Quality Control Manager • Textiles and Print Designer • Production Supervisors • Quality Cont
Nil	Diploma in Food and Beverage Production	13/09/2018	365	Employability/ Entrepreneurship Programme	• Chefs • Bakery Specialists • Maintenance Manager • Supply Chain

Course Name		Dates			
					Manager • Entrepreneur in Bakery and Confectionary Business • Bakers • Oven Man • Conche Operators
Certificate Course in Office Management and Vocational Training	Nil	16/01/2019	180	Employability/ Entrepreneurship Programme	• Marketing Assistant • Office Manager • Front Office Executive • Customer Service Representative • Market research analyst
Certificate Course in Basic Cooking and Catering	Nil	15/01/2019	180	Employability/ Entrepreneurship Programme	• Chefs • Maintenance Manager • Entrepreneur in Cooking and Catering Business Oven Man • Conche Operators
Certificate Course in Physical Fitness, Empowerment and Development of Self Defense Skills	Nil	01/08/2018	180	Employability/ Entrepreneurship Programme	• Health Club Manager • Self Defense Instructor • Personal Trainer

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BVoc	E-Commerce & Digital Marketing	13/09/2018
BVoc	Web Technology & Multimedia	13/09/2018
BVoc	Retail Management	13/09/2018
BVoc	Software Development	13/09/2018

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
Nill	Nil	Nill

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

	Certificate	Diploma Course
Number of Students	85	147

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 Human Values and Ethics	20/07/2018	25
Value Added Course in Gender Sensitization	20/07/2018	26
Value Added Course in Environmental Consciousness	20/07/2018	25
Value Added Course in Health and Psychology	20/07/2018	25
Value Added Course in Human Rights and Duties	20/07/2018	32
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCA	Computer Applications	49
BSc	Information Technology	17
BSc	Internet and Mobile Technology	17
BSc	Fashion Designing	16
BVoc	Retail Management	4
MSc	Computer Science	21
MSc	Information Technology	24
MSc	Fashion Designing	11
MSc	Physics	11
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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

The institution has developed a periodic procedure to obtain feedback from different stakeholders such as the Students, Teachers, Alumni, Parents and Employers. The IQAC of College is entrusted with the task of employing feedback to ensure and analyze the academic excellence at both student and faculty levels. The Feedback Committee in the College shoulders the responsibility of collecting feedback from different stakeholders. The data collected for feedback is presented to the IQAC to take required action. 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 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 lQAC 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
MSc	Physics	20	18	13
MSc	Computer Science	30	24	21
MSc	Mathematics	180	90	77
BSc	Sciences	555	239	228
BA	Social Sciences	600	510	507

BCA	Computer Applications	180	110	101
BSc	Information Technology	120	60	41
BCom	Commerce	225	121	116
BBA	Business Administration	60	20	18
BLibISc	Library and Information Sciences	60	40	32

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	2685	635	85	Nill	25

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	Numberof smart classrooms	E-resources and techniques used
110	82	8	12	2	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)

The mentor system is a proven approach to drive ironic learning and development for both mentees and mentors. The process of mentoring is a customized form of counseling and guidance activities. It addresses the needs of the students to have a friend, guide, counselor and confidante on the campus. The mentor system in Swami Swatantranand Memorial College enables constructive guidance and interaction between the new students and teachers (mentors).Each teacher in every department is assigned with task of mentoring 25 students. The mentor is responsible for certain issues like attendance, academic performance, positive attitude towards learning and College, involvement in asset building activities, and problem solving skills. To carry out all the activities smoothly, a committee is formed consisting Principal and a group of experienced faculty. The committee monitors and supervises all the activities carried out for the betterment of the students. The notice is circulated at the beginning of every semester to register student for this programme. Then a mentor is assigned to a group of 25 students in all the programmes. The head of the committee holds meetings with all mentors at the beginning of the session to let them know about their responsibilities and duties. Two meetings in a semester are also planned to check the progress of the mentor-mentee programme. The interaction sessions are conducted between a mentor and mentees where students can share their problem with their mentors. The personal level interviews with the students also conducted periodically. The mentor is also responsible to monitor the performance of the mentees in curricular and co-curricular activities throughout the semester and also accountable to prepare the report of the mentees at the end of the semester, highlighting the strengths and weakness of their respective mentees. These reports are periodically evaluated by the committee to take corrective measures.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3320	110	1:30

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	110	9	20	9

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
2019	Dr. R.K. Tuli	Principal	Appreciation Award by Mahatma Gandhi State Institute of Public Administration, Punjab
2019	Dr. R.K. Tuli	Principal	Appreciation Award by District Legal Services Authority, Gurdaspur
2019	Dr. R.K. Tuli	Principal	Appreciation Award by Punjab Government
2019	Mr. Sonu Mangotra	Assistant Professor	Appreciation Award by District Legal Services Authority, Gurdaspur.
2019	Ms. Deepika	Assistant Professor	Appreciation Award by District Child Welfare Council, Gurdaspur.
2019	Ms. Deepika	Assistant Professor	Appreciation Award by Punjab Government.
2019	Mr. Subir Raghbotra	Assistant Professor	Appreciation Award by Punjab Government.
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-	Date of declaration of results of semester-

			end examination	end/ year- end examination
BCA	BCA-I	I Year	15/04/2019	22/07/2019
BCA	BCA-II	II Year	15/04/2019	25/07/2019
BCA	BCA-III	III Year	15/04/2019	28/06/2020
BBA	BBA-I	I Year	15/04/2019	13/07/2019
BBA	BBA-II	II Year	15/04/2019	24/07/2019
BBA	BBA-III	III Year	15/04/2019	27/06/2019
PGDCA	PGDCA-I	I Year	15/04/2019	24/07/2019
BCom	B.COM-III	III Year	15/04/2019	29/06/2019
BCom	B.COM-II	II Year	15/04/2019	29/07/2019
BCom	B.COM-I	I Year	15/04/2019	29/07/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The College strictly follows the evaluation reforms suggested by affiliating university. The evaluation reforms of the university received from time to time are communicated to faculty members and students. The Principal of the College ensures that the evaluation reforms are followed by every teacher. Guru Nanak Dev University, Amritsar has taken several initiatives to upgrade the examination reforms to develop skilled minds and skilled hands. The university introduced the semester system from the academic year 2011-2012 in various U.G, P.G, Diploma and Vocational Courses. The institution has involved the mechanism of internal assessment which is transparent and healthy in form of regularity. The Examination Committee of the college makes the timetable for different tests to be taken during the semester and the students are informed about the same well in advance. The College administration has specified free hand to teachers regarding the internal assessment of the students. The teachers have the liberty to assess the students on his attendance in the classes along with the tests, assignments and prepare the marks list accordingly. For theory papers it has been kept in mind that the assignments should not only test the knowledge base of the students but also foster creativity and out of the box thinking. The continuous internal evaluation is a method of assessing whether learning outcomes for all courses are being achieved. It provides an opportunity to modify teaching strategies if the students are not performing well. The continuous evaluation is carried out throughout the year through regular tests, objective type tests, projects, student paper presentations, seminars, quizzes etc. The information about the evaluation process is communicated to the students and teachers through academic calendar, notices and meetings. After the evaluation, the performance is discussed with the students and necessary guidelines are given for their better performance. Pre-University examination as per the university examination pattern is conducted prior to university examinations to let the students know about the university examination pattern. The teachers through class tests at the beginning of the semester identify the slow learners and plan their classes accordingly. The advance learners are also identified at the beginning of every semester on the basis of their performance in class. The special measures have been adopted to guide them to grab university ranks in academic and curricular activities. The project works are carried out by few departments as part of the evaluation process. The tutorial classes are arranged to clarify the doubts of students. The evaluated answer books are shown to the students and their doubts are cleared. Parent-Teacher-Meet is organized to communicate the students progress report to their parents. A subject-wise and teacher-wise result are analyzed

and discussed in the meeting of Examination Committee and corrective measures are taken.

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

SSM College, Dinanagar is affiliated to Guru Nanak Dev University, Amritsar. The academic activities and schedule of examination are generally worked out according to the academic calendar provided by the university. On the basis of academic calendar, the College prepares its own academic calendar to carry out tall the activities as per schedule. The IQAC prepares academic calendar in the beginning of the session and displays it on the College website. This is done well ahead to give students ample time to prepare for classes and teachers to complete their courses in time. The objective behind the preparation of academic calendar is that there should be maximum working days to complete the syllabus and focus should be on all round development of the students. The admission schedule, commencement of classes, unit tests, class tests, monthly short term tests, pre-university exam, and every activity is carried out as per academic calendar. The NSS and NCC activities are also undertaken as per the plan mentioned in the academic calendar. At the beginning of academic year, the university declares the schedule of examination and the same is followed by us. The College internal examinations are also conducted according to the time schedule declared in the first term and the second term of each and every semester. During the academic year as per the government resolution the birth and death anniversaries of great personalities are celebrated. Hence, the institution follows the academic calendar to conduct various activities related to the students, teaching and non-teaching staff members.

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(2018-19).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.(FD)-II	MSc	Fashion Designing and Merchand ising	7	7	100
M.A.(HIS)-II	MA	History	27	24	88.89
M.A.(HINDI)-II	MA	Hindi	23	20	86.95
M.A.(PBI)-II	MA	Punjabi	30	26	86.67
M.COM.-II	MCom	Commerce	26	22	84.61
B.LIB.-I	BLibISc	Library and Information Sciences	32	26	81.25
	MSc	Computer	21	17	80.95

M.SC.(CS)-II		Science				
B.SC.(IMT) -III	BSc	Information and Mobile Technology	5	4	80	

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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
Major Projects	0	0	0	0
Minor Projects	0	0	0	0
Interdisciplinary Projects	0	0	0	0
Industry sponsored Projects	0	0	0	0
Projects sponsored by the University	0	0	0	0
Students Research Projects (Other than compulsory by the University)	0	0	0	0
International Projects	0	0	0	0
Any Other (Specify)	0	0	0	0
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Seminar on International Human Rights Day	Youth Welfare Department and DLSA, Gurdaspur	10/12/2018

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category

0	0	0	Nill	0

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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 and	09/07/2018

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

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

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	Mathematics	10	6.17
International	Botany	2	6.38
International	Political Science	1	6.37
International	Computer Science and IT	9	6.22
International	English	7	4.99
International	History	2	5.45
International	Hindi	1	6.37
International	Chemistry	1	5.14
International	Economics	2	5.77
National	English	2	1.03

[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
Department of Physics	1
Department of English	1
Department of Chemistry	1
P.G. Department of Economics	6
P.G. Department of Computer Science and IT	14

P.G. Department of Commerce	10
P.G. Department of Mathematics	5
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
0	0	0	2018	0	0	Nill

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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
Nil	Nil	Nil	2018	Nill	Nill	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	Nill	27	Nill	Nill
Presented papers	3	21	Nill	Nill
Resource persons	Nill	Nill	Nill	Nill
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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
World AIDS Day on 01/12/2018	Youth Welfare Department	11	46
Pledge taking Ceremony on National Unity Day (Birthday of Sardar Ballabh Bhai Patel) on 31/10/2018	Youth Welfare Department, 7 PB. BN. NCC Gurdaspur Department of NSS	6	400
Tree Plantation Activity on 07/09/2018	Youth Welfare Department	7	32
Antidrug Awareness Activity on 20/07/2018	Youth Welfare Department	12	315

Dengu Awareness Day on 18/07/2018	Youth Welfare Department	10	222
Anti-Terrorism Day on 21/05/2019	Youth Welfare Department	21	383
Blood Donation Camp on 12/04/2019	Department of NSS, 7 PB. BN. NCC Gurdaspur, Youth Welfare Department and District Health Department	15	50
No Tabacco Day on 31/05/2019	Youth Welfare Department	10	263
Priksha Pe Charcha on 30/01/2019	Youth Welfare Department	42	453
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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
Republic Day Celebration	Participation Certificate	District Head Quarter, Bhangra	30
Pre Thal Sainik Camp, Ropar	Gold Medal in Health and Hygiene	P.H.H.P and Chandigarh DTE.	1
Thal Sainik Camp, Delhi	Second Rank in Obstacles	D.G. NCC, Delhi	1
Special National Integration Camp(NIC) Leh Ladakh	Participation Certificate	D.G. NCC, Delhi	4
Annual Leadership Camp	Participation Certificate	NCC Academy, Malout	1
National Tracking Camp, Narmada Trek, Gujrat	Participation Certificate	D.G. NCC, Delhi	4
Swachh Bharat Yatra	Participation Certificate	Ministry of Health and Family Walfare NCC Unit	5
All India Tracking Camp	Participation Certificate	Madhya Pradesh Chhatisgarh DTE.	3
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Swachh Bharat Summer Internship 1.0	7 PB. Bn. NCC, Gurdaspur and NSS, Unit	Swachh Bharat Abhiyan	5	100

International Yoga Day	7 PB. Bn. NCC Gurdaspur, NSS Unit and Youth Welfare Department	International Yoga Day	10	250
Seminar on Common Health Issue	Community Health Centre and NSS, Unit	Women Health Awareness	6	60
Vigilance Awareness Week	7 PB. Bn. NCC Gurdaspur, NSS Unit and Youth Welfare Department	Vigilance Awareness Week	10	100
Swachh Bharat Abhiyan	7 PB. Bn. NCC Gurdaspur, NSS Unit and Municipal Committee, Dinanagar	Awareness about Mahua App	6	100
National Unity Day	Youth Welfare Departmment, 7 PB. BN. NCC Gurdaspur NSS Unit	Pledge taking Ceremony on National Unity Day (Birthday of Sardar Ballabh Bhai Patel)	6	400
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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
Certificate Course in Tally ACE	40	Self Sponsored	90
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Industrial Training,	Visits, Faculty Exchange and Training	Tally Institute of Learning, CACMS Institute, Amritsar	08/03/2019	08/03/2020	40
Industrial Linkage	Industrial Training and Project Work	Life Insurance of India	30/06/2018	31/12/2019	04

Industrial Linkage	Industrial Training and Project Work	Next Education (ISO 9001-2015), Pathankot	03/07/2018	31/12/2019	18
Industrial Linkage	Industrial Training and Project Work	Tech. Kites System Pvt. Ltd., Jalandhar	02/07/2018	31/12/2019	05
Industrial Linkage	Visits, Internship and Project Work	O7 Services (ISO 9001:2008 Certified Company)	02/07/2018	31/12/2019	06
Industrial Linkage	Internship and Training	Pind Balluchi, Pathankot	04/07/2018	31/12/2019	10
Industrial Linkage	Internship and Training	Snack Shack India, Pathankot	04/07/2018	31/12/2019	09
Industrial Linkage	Visits, Internship and Project Work	Science and Technology Entreprenuerer Park, Guru Nanak Dev Engineering College, Ludhiana	03/07/2018	31/12/2019	20
Industrial Linkage	Internship and Training	Poshak Mahal Boutique, Dhangu Road, Pathankot	29/06/2018	31/12/2019	08
Industrial Linkage	Internship and Training	Shineway Software Solution,Pathankot	29/06/2018	31/12/2019	06
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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
Tech. Kites System Pvt. Ltd., Jalandhar	02/07/2018	Industrial Training and Project Work	5
O7 Services (ISO 9001:2008 Certified Company)	02/07/2018	Visits, Internship and Project Work	6
Poshak Mahal	29/06/2018	Internship and	8

Boutique, Dhangu Road, Pathankot		Training	
Pind Balluchi, Pathankot	04/07/2018	Internship and Training	10
Snack Shack India, Pathankot	04/07/2018	Internship and Training	9
Life Insurance of India	30/06/2018	Industrial Training and Project Work	4
Shineway Software Solution,Pathankot	29/06/2018	Internship and Training	6
Science and Technology Entreprenuerer Park, Guru Nanak Dev Engineering College, Ludhiana	03/07/2018	Visits, Internship and Project Work	20
Next Education (ISO 9001-2015), Pathankot	03/07/2018	Industrial Training and Project Work	18
Tally Institute of Learning, CACMS Institute, Amritsar	08/03/2019	Visits, Faculty Exchange and Training	40

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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
9300000	9671624

4.1.2 – Details of augmentation in infrastructure facilities during the year

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

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
Bibliosoft	Partially	3.002	2013

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	20476	3947096	428	147660	20904	4094756
Reference Books	1408	506880	20	7600	1428	514480
Journals	52	88100	Nill	Nill	52	88100
CD & Video	153	3060	110	2200	263	5260
Weeding (hard & soft)	100	35000	80	26000	180	61000
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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
0	0	0	Nill
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	160	5	155	6	1	13	37	4	0
Added	7	0	7	0	0	0	0	0	0
Total	167	5	162	6	1	13	37	4	0

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

4 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 Lectures	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 incurredon maintenance of physical facilites
16406000	16101817	6250000	5766165

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 College has ensured sound system and adopted good procedure for maintaining and utilizing physical facilities. It is prerequisite that both procedures and policies are bespoke as per the requirements for effective desired outcomes in academic 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 facilitiy 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 equipments 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 to Merit Holder/ Son or Daughter of Staff Members/ Sports Students/ Needy Students	874	2960400
Financial Support from Other Sources			
a) National	Post Matric Scholarship Scheme/ Prime Ministers Special Scholarship Scheme (PMSSS)	1243	24907854
b)International	Nil	Nill	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	16/01/2019	30	SSM College, Dinanagar
Add On Course in Embroidery	15/01/2019	25	SSM College, Dinanagar
Certificate Course in Human Rights and Duties	01/08/2018	32	SSM College, Dinanagar
Certificate Course in Yoga Meditation	16/01/2019	30	SSM College, Dinanagar
Certificate Course in Physical Fitness, Empowerment and Development of Self Defense Skills	01/08/2018	35	SSM College, Dinanagar
Certificate Course in Professional Skills	01/08/2018	28	SSM College, Dinanagar
Add On Course in Communication Skills	01/08/2018	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	Number of benefited students by career	Number of students who have passedin the comp. exam	Number of studentsp placed

		examination	counseling activities		
2018	Placement Orientation Session	Nill	500	Nill	Nill
2018	CIMA (Cooperate Intergrated Management Accounting)	Nill	39	16	8
2019	Training Programme on Tally on 11/02/2019	Nill	40	36	36
2019	On Campus Placement Concentrix Daksh (IBM)	Nill	450	36	36
2018	Coaching Facilities for NCC Cadets to Recruit in Army or Defence Forces (4 Lectures Per Weeks)	Nill	30	15	8
			[View File]()		

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
3	3	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Concentrix DAKSH (IBM)	450	36	Nill	Nill	Nill
		[View File]()			

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	108	BA/B.Sc.(M	Social	Higher	M.A.(Punja

edical/ Non-Medical/ Computer Science/ Economics/ FD / Information Technology)/ BCA/ B.Com./ BBA/ B.Lib./ DCA/ Dlib./ PGDCA/ MA(Punjabi/ Hindi/ History/ Economics)/ M.Sc(Computer Science/ IT/ Physics/ Mathematics/ FD)/ M.Com.)	Sciences/ Computer Science and IT/ Sciences/ Library Sciences/ Commerce/ Fashion Designing	Education Institutions	bi/ Hindi/ History/ Economics/ English)/M.Com./ M.Sc.(Mathematics/ Physics/ Forensic Science/ FD/ IT/ Computer Science)/ MCA/ MBA/ M.Lib/ B. Ed etc.

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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
NET	1
Any Other	8
No file uploaded.	

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

Activity	Level	Number of Participants
Department of Punjabi celebrated International Mother Language Day on 06 March, 2019 (21 February, 2019)	College- Level	65
Youth Welfare Department, Department of Fine Arts and Department of Home Science organized Mehandi Competition on Voter Awareness theme on 4 February, 2019	College- Level	20
SSM College, Dinanagar celebrated Birthday of Swami Swatantranand Ji	College- Level	400
SSM College, Dinanagar organized an event on Indian Folk Dance (Bharatnatyam) in association with India International Rural Heritage Society and	College-Level	355

District Heritage Society, Gurdaspur on 17 November, 2018		
Department of Fine Arts and Department of Home Science organized (AGAAZ) Card Making and Flower Pot Making Exhibition and Competition on 5 November, 2018	College-Level	50
Arya Yuvak Samelan organized on 03 November, 2018	College-Level	375
Department of Fashion Designing organized A Mehandi Competition on 27 October, 2018	College-Level	10
College celebrated Maharishi Valmiki Jayanti on 24 October, 2018.	College-Level	285
Youth Welfare Department organized Rakhi Competition on 26 August, 2018	College-Level	62
SSM College, Dinanagar, organized Auspicious Hawan yagya on 12 July, 2018	College-Level	300
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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/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Third Position in Boxing	National	1	Nill	9040	Raghav Chaudhary
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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 18 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 54 class representatives elected for the session 2018-19 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:

618

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

78200

5.4.4 – Meetings/activities organized by Alumni Association :

1. Two Alumni Association Meetings have been arranged during the year on 4 July, 2018 and 12 March, 2019. 2. Organization of Interactive Session with the College students on 12 August, 2018. 3. Alumni Survey was conducted on 12 March, 2019. 4. One day workshop on use of ICT Tools was organized on 19 January, 2019. 5. Blood Donation Camp on 11 April, 2019. 6. A talk on health and personal hygiene was organized on 22 February, 2019.

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 32 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 or 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
Curriculum Development	SSM College has a mechanism for effective and 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.
Teaching and Learning	The College makes persistent effort 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, experience and expertise. The teacher diaries are maintained by the teachers. The internal assessment is done and focus is 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 various updated ICT tools. The seminars, conferences, and workshops are organized to relate theory with real life situation.
Examination and Evaluation	The College follows robust and transparent mechanism for Examination and Evaluation. 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 internal evaluation through class

	tests, tutorials, seminars and presentations is carried out. 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.
Research and Development	The Research and Development Committee is responsible for providing guidance to the faculty and students in the field of research. The Committee motivates the faculty members to publish papers in UGC notified, SCOPUS / Web of Science Indexed journals with high impact factor. The Faculty is encouraged to present papers in National and International Seminars, Workshops and Conferences as financial assistance is provided to attend these programmes. Computers, printers and internet facilities are provided to each department. The faculty members are also encouraged for doctoral degree in their respective subjects. There is a procedure to provide incentives to those faculty members who perform well in research domain.
Library, ICT and Physical Infrastructure / Instrumentation	A good infrastructure is a backbone of any institution. Our college provides the upgraded infrastructure facilities to students and faculty members. The central Library of the College is partially automated as few library activities are carried out manually. It has Library Management Software named Bibliosoft to automate, manage and look after all the functionality of College Library. The well-equipped science and computer laboratories is another sparking feature of the college. The hostel, canteen, gymnasium, open air theatre, common room, indoor stadium facilities are available for the students. The College has e-library facility in which there is a separate enclosure for students to work on computers for accessing e-resources. Additionally, the library has access to e-resources through N-LIST and DELNET. The College

	has put in use various IT resources to maintain easy and systematic record of various activities of the College. The entire campus including Hostel has Wi-Fi Connectivity with Internet bandwidth speed 4 Mbps. All the computer labs have been upgraded with latest hardware and software along with printing, photocopy and scanning facilities. New desktops Core i3/4GB RAM/1TB HDD/Windows10 have been added to the IT Infrastructure. The old monitors have been replaced with new LEDs. The institution is making good efforts to put in use the latest technology to make the management information system secure and reliable.
Human Resource Management	The human resource management system of the college focuses on improving skills, abilities, knowledge and attitude of the students to get better placement and a better place at the end of their academic career with us. Every year job fairs are organized by the college in which a number of students are placed in multinational companies. The faculty members are motivated to participate in National/ International Seminars/ Conferences/ Workshops to add to their knowledge. The College also organizes different motivational programmes, career oriented program, Anti-Ragging Campaign for building up of sound Human Resource.
Industry Interaction / Collaboration	The college is leaving no stone unturned to sign MoU with industries and organizations as 12 quality MoUs have been signed. The IQAC suggests to maintain linkage with ICT industries and resolved 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.
Admission of Students	The admission is done on offline basis. The entire admission process is based on the reservation policy of the State Government. The registration form is displayed on the college website or can be collected 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. The Institution ensures wide publicity and transparency in the admission process through prospectus, College website and advertisements in all leading national and regional daily newspapers in English, Punjabi and Hindi languages. The prospectus and application form are uploaded on the College website, prior to the results of plus two examination, counseling Centre inside the College helps the parents to get information about the range of courses, eligibility criteria, and process of admission as well as academic support facilities. The concession in fee is liberally given to the economically weaker students along with all those assigned for it by government policies.

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

E-governace area	Details
Planning and Development	The institution is planning to introduce and implement ICT tools at academic and administrative level 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 college has a SMS system for sharing information to the teachers and the students.
Administration	The administration section of the college is partially automated as few activities are carried out manually. The College installed customized software (Software Solution) 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.
Finance and Accounts	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 (Software Solution) 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 finance section of the College has also been partially automatized with the help of this software. The software is used to generate various reports based on each module.
Student Admission and Support	The admission is done on offline basis. The admission form is displayed on the college website or can be collected 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.
Examination	The college follows the examination system as per the guidelines of the Guru Nanak Dev University, Amritsar. The examination is carried out in an offline mode. 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 Software Solution. The teachers make use of this software to carry out various activities related to keep the examination record of the students.

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
2018	Ritika	Awareness Programme/Workshop by NAAC conducted on 12/10/2018 organized by IQAC, GNDU, Amritsar	IQAC, GNDU, Amritsar	500
2019	Dr. Rajan Kumar	Seven Days Workshop on	Faculty Development Cen	1000

		Emerging Teaching Pedagogy organised by Faculty Development Centre(UGC-HRDC), GNDU, Amritsar from 14/03/2019 to 20/03/2019	tre(UGC-HRDC), GNDU, Amritsar	
2018	Monika	Awareness Programme/Workshop by NAAC conducted on 12/10/2018 organized by IQAC, GNDU, Amritsar	IQAC, GNDU, Amritsar	500
2019	Monika	One Day National Seminar in Academic and Administrative Reforms to Meet Global Challenges in Higher Education sponsored by NAAC, Bengaluru and organized by Dasmesh Girls College, Chak Alla Baksh, Mukerian on 02/03/2019	Dasmesh Girls College, Chak Alla Baksh, Mukerian	500
2019	Dr. Shubhkiran Sharma	One Day National Seminar in Academic and Administrative Reforms to Meet Global Challenges in Higher Education sponsored by NAAC, Bengaluru and organized by Dasmesh Girls College, Chak Alla Baksh, Mukerian on 02/03/2019	Dasmesh Girls College, Chak Alla Baksh, Mukerian	500
2019	Samita	One Day National	Dasmesh Girls College, Chak	500

		Seminar in Academic and Administrative Reforms to Meet Global Challenges in Higher Education sponsored by NAAC, Bengaluru and organized by Dasmesh Girls College, Chak Alla Baksh, Mukerian on 02/03/2019	Alla Baksh, Mukerian	
2019	Dr. Shubhkiran Sharma	NAAC sponsored National Seminar on Best Practices in Teaching Learning for Quality Assurance organized by IQAC, Banarsi Dass Arya Girls College, Jalandhar Cantt on 23/02/2019	Banarsi Dass Arya Girls College, Jalandhar Cantt	750
2019	Puneet Ohri	NAAC sponsored National Seminar on Best Practices in Teaching Learning for Quality Assurance organized by IQAC, Banarsi Dass Arya Girls College, Jalandhar Cantt on 23/02/2019Arya Girls College, Jalandhar Cantt	Banarsi Dass Arya Girls College, Jalandhar Cantt	750
2019	Harinder Kaur	NAAC sponsored National Seminar on Best Practices in Teaching Learning for Quality	Banarsi Dass Arya Girls College, Jalandhar Cantt	750

2019	Sushma Devi	NAAC sponsored National Seminar on Best Practices in Teaching Learning for Quality Assurance organized by IQAC, Banarsi Dass Arya Girls College, Jalandhar Cantt on 23/02/2019	Banarsi Dass Arya Girls College, Jalandhar Cantt	750

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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)
2018	Two Days Faculty Development Programme	Nil	11/08/2018	12/08/2018	70	Nill
2018	Nil	Workshop on MS Office	15/09/2018	16/09/2018	Nill	15
2018	Nil	Training Programme for Library Staff	04/08/2018	05/08/2018	Nill	8
2018	Nil	Training Programme for Administrative Staff	01/09/2018	02/09/2018	Nill	12
2019	Workshop on Use of ICT Tools in Effective	Nil	19/01/2019	20/01/2019	76	Nill

		Teaching					
2019	Nil	Workshop on Tally	02/02/2019	03/12/2020		Nill	10

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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
UGC Sponsored Faculty Development Programme on The road ahead: opportunities, challenges and perspective in higher education	4	21/02/2019	27/02/2019	07
UGC Sponsored Short Term Course in Moocs , e -content development and Open Educational Resources	2	21/02/2019	27/02/2019	07
UGC Sponsored Orientation Programme 107	1	13/11/2018	10/12/2018	28
MHRD Sponsored Induction Training Programme 02	2	28/05/2019	26/06/2019	30

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
55	55	9	32

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Institution gives duty leave and financial assistance to faculty members to take part in various academic programmes. 2. Regular Health Check-Up Camps and	2. 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	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

Specialized /Reputed doctors are invited for special talks. 3. On campus free medical facility	children of the staff. 5. Regular Health CheckUp Camps and Specialized /Reputed doctors are invited for special talks.	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	49900	Development of College
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6.4.3 – Total corpus fund generated

95645116.43

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	External Experts from various Higher Education Institutions	Yes	IQAC
Administrative	Yes	External Experts from various Higher Education Institutions	Yes	IQAC

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

1. Two Parent- Teacher meetings are organized in a year. There is a constant interaction between staff and parents through phone calls and personal meetings throughout the year to improve the performance of the students. 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 offline 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 Support Staff is encouraged to acquire basic computer knowledge and workshops are conducted for them. 2. The Administrative and Accounts Support Staff are facilitated by the College to undergo training to use the software (Software Solution) for administrative work. 3. The Library Staff is given training regarding the usage of the LMS Bibliosoft. 4. Workshop on Tally was organized for Administrative and Support Staff on 2 Feb, 2019.

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

1. Introduced 21 new Add On/ Certificate/Value Added courses. 2. Digitalization of 6 classrooms with latest technological gadgets. 3. ISO Certification Quality Management System and Environment Management System. 4. Green Audit, Energy Audit, and Environment Audit. 5. 12 MoUs with reputed industries and organizations.

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
2018	Tree Plantation Drive	07/09/2018	07/09/2018	07/09/2018	220
2019	Academic and Administrative Audit	01/05/2019	01/05/2019	01/05/2019	32
2018	International Human Rights Day	10/12/2018	10/12/2018	10/12/2018	367
2018	Submission of AQAR 2017-18	31/12/2018	31/12/2018	31/12/2018	10
2019	ISO Certification Quality Management System	02/01/2019	02/11/2018	02/01/2019	151
2019	ISO Certification Environment	02/01/2019	02/11/2018	02/01/2019	151

2019	Online Student Satisfaction Survey (SSS)	10/01/2019	01/01/2019	10/01/2019	2830
2019	Renewal of the membership under N-LIST programme	25/02/2019	25/02/2019	25/02/2019	2
2019	International Womens Day	08/03/2019	08/03/2019	08/03/2019	60
2019	Green Audit	17/01/2019	02/01/2019	17/01/2019	12
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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
Celebrated International Womens Day	08/03/2019	08/03/2019	455	Nill

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
15.78

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	4
Ramp/Rails	Yes	4
Rest Rooms	Yes	4
Special skill development for differently abled students	Yes	4
Any other similar facility	Yes	4

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages	Number of initiatives taken to engage with and	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff

	and disadvantages	contribute to local community					
2018	1	1	18/07/2018	1	Workshop and Camp on Dengue Awareness Campaign	To aware about Dengue	232
2018	1	1	20/07/2018	1	Seminar on Drug Awareness in association with DAPO Team, Gurdaspur	To aware about Drugs	327
2018	1	1	29/10/2018	8	Pledge ceremony on Vigilance Awareness Week-2018	To generate awareness in the students at large about the ill effects of corruption.	530
2019	1	1	25/01/2019	1	Pledge ceremony on National Voters Day	To encourage our students to participate enthusiastically in the democratic process.	2253
2019	1	1	07/02/2019	1	Seminar on Road Safety	To aware about Road Safety and Traffic Rules	380
2019	1	1	11/04/2019	1	Blood Donation Camp	Donate 50 Blood Units to Civil Hospital, Gurdaspur	65
2019	1	1	21/05/2019	1	Celebrated Anti-Terrorism	To aware of an anti-	404

2019	1	1	31/05/2019	1	Celebrated No Tobacco Day	To aware students about ill-effects of use of tabacco	273
					Day	social act of terrorism and to provide knowledge to the youth about terrorism, its impact on human suffering and lives.	
2019	1	1	31/05/2019	1	Celebrated No Tobacco Day	To aware students about ill-effects of use of tabacco	273
2019	1	1	05/06/2019	1	Celebrated International Environment Day	To Aware about Environmental Issues	73
2019	1	1	21/06/2019	1	International Yoga Day	To enable the student to have good health and to practice mental hygiene.	310

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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	10/07/2018	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

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Vigilance Awareness Week Celebration	29/10/2018	03/11/2018	520

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

1. Planted 100 Trees in the Campus under Tree Plantation drive on 07 September, 2018. 2. Tree Plantation Drive was organized on 11 June, 2018. 3. Plastic Free Campaign is organized by the students. 4. Green Audit, Energy Audit and Environment Audit. 5. ISO 9001:2015 and 14001:2015 Certifications. 6. International Environment Day was celebrated on 5 June, 2019.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 1: Title: Environment Consciousness and Sustainability (Green, Greener and Greenest) Context: SSM College campus spreads as a lush green and sprawling oxygen rich and echo friendly seat of quality learning at the outskirts of Dinanagar town just adjacent to foothills bordering JK and Himachal Pradesh. The natural location advantage to this green campus offers countless opportunities to enhance the eco-friendly practices in the campus. The college deems it as its prior responsibility to make society aware of deteriorating environmental parameters and also prodding them to adopt eco-friendly ways through environmental policy advocacy, promoting environmental awareness and local participation in conservation efforts to minimize the threat. Objectives: • Inculcate the green protocol among students and faculty members. • Dissemination of environmental literacy among students and staff to support eco-friendly practices in the campus. • Energy optimization for enhancing energy utilization. • Transformation of the campus into pollution free and environmentally friendly zone. • Green Campaign initiative to spread awareness of the benefits for adopting green practices. Practice: 1. Green Campus Campaign: The College familiarized green campus campaign to promote sustainable and eco-friendly practices in the campus. 2.Plastic Free Campus: The programme aims to reduce plastic pollution in the college campus with 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 instead of plastic bottles. 3. Waste Diversion: The College has executed composting and recycling programmes. Separate dust bins are provided to collect degradable and non-degradable wastes in solid, liquid and e-waste forms. The biodegradable waste is put in the Vermi Compost units so that it gets converted into organic manure. E-waste, like mother board etc. is used by the students to retrieve important electronic components for reuse in project works. 4. Energy Management: The College implemented various methods to save energy. The LED bulbs are used in the campus. The Solar Energy system is

utilized and a number of CFL bulbs in the college are powered by solar power. The college has installed a solar plant with actual power generation capacity of 12 KW which is a very encouraging step towards using renewable and inexhaustible clean energy source. 5. Green Audit, Environment Audit and Energy Audit: The College conducts Green Audit, Environment Audit and Energy Audit on 17 January, 2019. 6. Tree Plantation Drive: The Tree Plantation Drive was organized on 11 June, 2018 and 7 September, 2018 in which 220 students have taken part in the college premises. 7. ISO Certification: The College got ISO Certified on 2 January 2019 on 9001:2015 (Quality Management System) and 14001:2015 (Environmental Management System). 8. Clubs and Societies: The College has various societies and fora for implementing various green initiatives like NSS, NCC, YRC Club, Eco Club and Energy Conservation Club to boost up students' engagement in various awareness drives on environment related issues. Impact of the Practice: • The concept of green campus campaign and environmental friendly practices in the campus resulted in growing a clean and green campus. • The workshops and seminars on environmental issues created awareness among the students. • Proper waste management system for all types of waste produced in the campus. Disposal of non-degradable and degradable wastes into separate dust bins facilitated the waste management more effortlessly. • Use of renewable and sustained energy sources like LED bulbs inside the campus. • The Eco-Club and Energy Conservation Club have succeeded in fostering an energy conservation culture among students, staff and masses in nearby areas. • Neatness programs conducted by NSS and NCC time to time. Maintenance of garden and various play grounds by NSS In-charge, and Sports In-charge respectively. • Vermi Compost uses to prepare fertilizers inside the college campus. • Local people use college campus for running, walking, and playground for sports every day. Obstacles: Sometimes it becomes difficult to convince people including students and staff regarding the existence degradable environment practices and their dreaded consequences. The awareness programmes and carrying out door- to-door campaigns will help to overcome the obstacles. Resources Required: The finance required to carry out all the activities is provided by the college management. Best Practice 2: Upliftment of the Students from Rural Backward and Border-belt area through Quality Education. Context: SSM College, Dinanagar is a co-educational institution affiliated to Guru Nanak Dev University, Amritsar. The College envisages the dream of socio-economic uplifting of the rural masses and their overall development through quality education. It has successful been marching ahead and taking efforts endlessly for the betterment of socio-economically and educationally backward section of the society. The majority of students in the College belong to socially, economically and educationally backward section of the society. Objectives: • To empower the students from rural, backward and border-belt area through quality education. • To encourage students to adopt employment cum income generation courses. • To provide fee concession and scholarships to the deserving students. • To improve the performance of the students in academic and co- curricular activities. • To provide a quality education under the supervision of experienced and qualified faculty members. Practice: The College has well defined mechanism to provide financial support in the form of fee concession, scholarships and free ships to poor, needy and deserving students. The college provides free admission to all SC students as per govt. norms. The College also helps girl students by keeping the provision of special fee concession for girl students. Twelve quality MOUs have been signed with reputed organizations and industries to give students better exposure, trainings, internships, industrial visits and placement opportunity. There is a provision of need based courses and training programmes as four B.Voc courses have been started to impart vocational education to enable students to take up employment cum income generation courses. Three Diploma Courses have been started keeping in mind the demand and need of the area. Twenty-One Certificate/ Add On/ Value Added courses are successfully running to give students diverse range of option to choose the programmes as

per their interest. The Career and Guidance Cell equips students of this area with knowledge, practice, attitude necessary job market skills to earn appropriate employment or become entrepreneurs. The institution has made remarkable growth over the years in its infrastructure and facilities to cope with the changing scenario of higher education and modern demands in the context of globalization. The digitalization of six classrooms with the latest technology gadgets has been done. New desktops Core i3/4GB RAM/1TB HDD/Windows10 have been added to the IT Infrastructure. The College also has e-library facility and access to e-resources through N-LIST and DELNET. The water purifiers, neat and clean toilets, green and clean ambience, waste management are few initiatives taken by the College to provide hygiene environment to students. The College has a proper student mentoring system which has been working very efficiently since last many years. Each teacher is prearranged a batch of 25 students as their wards. The hostel facility is another helping hand for those students who cannot afford day to day travelling. The seminars, workshops, conferences and extension activities are organized to hone and polish their personality. The placement cell organizes job fair for the students of final year. There is a provision of various schemes to be implemented to support students from rural backward area as Earn and Learn Scheme, Book Bank Scheme, Remedial Coaching, Special Classes for Advance Learners Academic and Career Counseling, Concession in Admission Fees etc. The College gives scholarship of rupees 11000 to meritorious students. Impact of the practice: The College has made notable contribution in shaping careers of its thousands of students as students attained top positions in academic, social, cultural and sports activities. The sports students won 50 medals (gold, silver and bronze) in various competitions organized at National, International, State and University levels. In sports, its the only College in Guru Nanak Dev University having the honor of winning thirteen times Overall Sports Trophy (B-division). In co-curricular activities, the College is the winner of Runner-Up Trophy (A-division). In Academics, the students have captured 36 merit positions in GNDU in all UG, PG, Diploma and Vocational courses. Our NCC cadets have been awarded by our worthy Prime Minister Shri Narendra Modi in RDC group. The academic programmes and career oriented courses offered by the College have been proved beneficial as more than 100 students benefited by the guidance, 88 students placed in good organizations and many students qualified various competitive exams. The total number of 108 students are progressing to higher education. The career and job related skills are inculcated through 4 B.Voc courses, 3 Diploma courses and 21 Certificate/ Add On/ Value Added courses. Obstacles: The students enrolled in the College are generally from socio-economic backward area. The awareness regarding the importance of education for both girls and boys should be made as due to the lack of awareness among parents there is an increase in the count of drop-outs every year.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://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 institution lies in its best ability to impart skill based education. The nation in general and the state in particular, is marred with the problem of unemployment among educated youth. Therefore, the need for skill based system of education is becoming more appropriate in current time. A number of initiatives have been taken by the institution to enhance placement opportunities for the students. The college has introduced 21 Certificate/Add

On/Value Added Courses to give skill training to students and to provide certifications to students in diverse areas. These courses are designed based on the expectations of the industry as feedback from Industry Experts and Placement Cell of the college is taken into consideration while designing these courses. The courses provide a reasonable and supple way to learn new skills. The students are highly encouraged to take these courses as 432 students in Certificate Courses and 211 in Diploma Courses have been enrolled and successfully completed their respective courses. The college also started four B.Voc Courses and three Diploma Courses to impart vocational education to students and to enable them to take up employment cum income generation courses. These courses are introduced keeping in mind the needs and demands of the global changing scenario. The College trains students in relevant skills for immediate employment. The Career and Guidance Cell of the college organizes many programmes to hone the employability skills of the students as 88 students got placed and more than 100 students benefitted under the guidance of the cell. This is a big step towards the elimination of the problem of educated unemployed youth in the area. The Placement Cell of the college organizes placement drives to give students a better opportunity for jobs across the country. The college runs Competitive Exam Centre to train students for various competitive exams like NET, CSIR, GATE, ILETS, IELTS, CTET, PSTET, Staff Selection, Banking and other exams. The Incubation Cell at the college aims to nurture students in a way that they can survive in this competitive and ever-changing commercial world. It aims at developing employability skills among the youth and job creation within the community. The college has a Language Lab with updated software to polish the communication skills of the students. The good communication skill is a prerequisite to get any job. The focus is on the preparation for job interviews and personality development of the students. A good range of activities are planned to enhance the job oriented skills of the students as 45 days Training Programme on "Tally Software" from 11 February, 2019 to 27 March, 2019 has been organized to give practical knowledge to the students. The quality MOUs with 12 reputed industries and organizations have been signed this year to give students better exposure for training, internships, industrial visits etc. The college adopts quality measures to develop job oriented skills among students and to make them valuable assets for the society and nation as whole.

Provide the weblink of the institution
http://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 2018-19. • To fulfill recommendations made by NAAC Peer Team. • To fulfill recommendations made by AAA Peer Team of 2018-19. • To develop smart classrooms for effective teaching learning. • To establish two computer laboratories and renovate the existing ones. • To incorporate ICT tools in teaching learning and evaluation process of the college. • To conduct Online Student Satisfaction Survey. • To organize National and International level seminars for women empowerment. • To upgrade college central Library with ILMS software KOHA. • To upgrade the college IT infrastructure with latest technological gadgets. • To purchase latest software for Academic and Administrative staff. • To purchase Public Address System.