



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	SIKH NATIONAL COLLEGE, QADIAN
Name of the head of the Institution	Kulwinder Singh
Designation	Principal (in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	01872220034
Mobile no.	8968122855
Registered Email	snc_qadian1@yahoo.co.in
Alternate Email	sncollegeqadian@gmail.com
Address	Thikriwal Road, Qadian
City/Town	Qadian
State/UT	Punjab
Pincode	143516

2. Institutional Status

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Semi-urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Gurdeep Singh
Phone no/Alternate Phone no.	01872220034
Mobile no.	9517812222
Registered Email	thegurdeep@gmail.com
Alternate Email	sncollegeqadian@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://sncqadian.com/institution-quality-assurance.php
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	http://sncqadian.com/academic-calendar.php

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B+	77.00	2004	03-May-2004	02-May-2009
2	B	2.37	2014	24-Sep-2014	23-Sep-2019

6. Date of Establishment of IQAC	01-Jul-2004
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Quality Initiatives	17-Jul-2018 280	488

[View File](#)

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Sikh National College, qadian	Golden Jubilee Grant	UGC	2019 365	1084466
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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 :

3

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)

Institution level Seminars Extension lectures College Ads. Scholarships House Test

[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	Achievements/Outcomes
To Construct New Classrooms	In Progress
To Create Smart Classrooms	No
To Expand WiFi access	In Progress
To Complete pending Constructions	Achieved
Purchase latest Books	Yes
E surveillance	Yes

Faculty Development Programmes	Achieved
Enhancing Sports Activities	In Progress
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14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
Sikh Educational Society, Chandigarh	13-Dec-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
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16. Whether institutional data submitted to AISHE:	Yes
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Year of Submission	2019
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Date of Submission	25-Feb-2019
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17. Does the Institution have Management Information System ?	Yes
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If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<ul style="list-style-type: none"> • Admissions • Fee • Examination Results • Students profile • House Test records • Absentee Fine • Annual budget(Estimated Income/ Expenditure) • Maintenance • UGC grants • State Grants • MP Lads • Donations • Trusts • Management Grants
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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

Sikh National college, Qadian affiliated to Guru Nanak Dev University, Amritsar follows the curriculum specified by the university. The G.N.D.U provides the academic calendar and on the basis of this academic calendar, college prepares its own academic calendar. The syllabus for different courses is prepared and then subscribed by the G.N.D.U and our college teachers make efforts to deliver the same to the students, from the beginning to the end of the teaching session. Our teachers ensure various techniques, such as lectures, interactions, discussions etc to deliver the syllabus, teaching material and other academically useful contents to the students. The course delivery methods, lectures, tutorials, seminars and lab tutorials are also exploited to effectively deliver the teaching material. The students are advised to visit library and instructed to consult books of their syllabus, reference books,

newspapers, magazines and other study material. The students also nourished by teachers through latest technical and social issues. Some of the teachers are the members of the university faculty and the board of studies. They suggest or convey the required and necessary changes or upgradations in the curriculum and the university authorities respond appropriately in this connection. The members of board of studies put their efforts to make the teaching and learning effective so that the desired learning outcomes could be achieved.

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
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
No Data Entered/Not Applicable !!!		

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
Coaching for BA/BSc/BCom	01/07/2018	65
Coaching for MA/MSc IT/PGDCA	01/07/2018	30
Bridge Courses for BA/BSc/BCom	10/10/2018	100
Bridge Courses for MA/MSc IT/PGDCA	10/10/2018	30
Final Preparations of the Exams for BA/BSc/BCom	15/04/2019	100
Final Preparations of the Exams for MA/MSc IT/PGDCA	15/04/2019	30
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1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		

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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 questionnaire for the students has been designed to receive the feedback from the students about the infrastructural, academic, sports and other facilities provided to the students. The students can provide their feedback in the form of the responses to the questions set in the questionnaire. The students as per their own experiences share their views about the quality of the infrastructural, academic, and sports facilities provided to them. The set proforma also invites the responses from the students about the performance, knowledge, attitude and the teaching methods of the of the individual teachers. Their feedback provides the overall picture about the development of the institution. In this way the feedback by the students help in the qualitative improvements of the stated facilities being provided to them by the institution. The feedback and the listed shortcomings are discussed in the meetings at the college and the management levels. The Academic council and the IQAC play an important role in this analysis. All the stakeholders such as students, teachers, employees, alumni and parents, thus contribute in the progress of the college by collectively participating with their valuable suggestions in the structured feedback mechanism. Shortcomings are listed, further protocol is designed to recover shortcomings to enrich the development of institution.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Sem-I	300	88	88
BA	Sem-III	300	37	37
BA	Sem-V	300	70	70
BSc	Non Med Sem-I	60	20	20
BSc	Non Med Sem-III	60	17	17
BSc	Non Med Sem-V	60	12	12
BCA	Sem-I	120	19	19
BCA	Sem-III	120	13	13
BCA	Sem-V	120	14	14
BCom	Sem-I	75	28	28

BCom	Sem-III	75	23	23
BCom	Sem-V	75	11	11
BSc	IT-Sem-III	60	8	8
PGDCA	Sem-I	40	16	16
MA	Punjabi-Sem-I	60	8	8
MA	Punjabi-Sem-III	60	10	10
MSc	IT-Sem-I	30	21	21
MSc	IT-Sem-III	30	15	15
BSc	IT Sem-V	60	5	5
DSc	DCA Sem-I	50	21	21
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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	386	70	22	6	28

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
28	9	6	2	1	6
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The college organizes various programs for the parents and the students at the beginning to the end of every academic session. At the time of admission, student's knowledge is accessed through informal interviews. Their strengths and weaknesses are judged during first few days of admission. The Bridge courses and coaching are provided to the academically weak student. The intelligent and outshining learners are also identified and they are provided with the appropriate and additional study material to meet their needs. They are also motivated to attend quiz, seminars etc so these abilities could be increased. These program help students to get familiarized with the institution, curriculum, co/extracurricular activities, facilities, rules and regulations practiced at the college. Every year, personality development programs like communication skills, personality development, time management motivational session, are organized for students so that their temperaments could be appropriately and holistically improved. Efficient learners are also identified and they are provided additional study materials to meet their curiosity. The students are encouraged to be members of different societies of the college such as Science Society, ELS, Punjabi Sahit Sabha, Tech Mind Society, Youth Well Fare Dept etc. Under the guidance of teachers, the students are advised to participate in group discussion, quiz competitions to develop analytical and problem solving abilities. These programmes help to improve their presentation skills also.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
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456	28	1:16
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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
11	9	2	0	2

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
2018	Dr. Harpreet Singh Hundal	Assistant Professor	Educationist
2018	Dr. Balcharanjit Singh Bhatia	Director	Social Services
2019	Dr. Balcharanjit Singh Bhatia	Director	Social Services
2018	Gurdeep Singh	Assistant Professor	Education
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	103201	06	06/06/2019	08/07/2019
BSc	103301	06	06/06/2019	08/07/2019
BCA	107201	06	11/05/2019	28/06/2019
BSc	105701	06	22/05/2019	26/06/2019
BCom	108501	06	22/05/2019	29/06/2019
PGDCA	303501	02	31/05/2019	24/06/2019
MA	216501	02	08/06/2019	26/07/2019
MSc	208601	02	21/05/2019	22/07/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Under the continuous internal evaluation system (CIE), monthly class tests and house tests, exams are conducted during the semesters. The evaluated answer sheets, marks, are shared with the students. The record is submitted in the college after completing the evaluation procedures. The parentteacher meet is a regular feature at least once a semester. The students are honoured for their better performance in academic, sports and extra cocurricular activities. Motivational Talks, seminars/Group Discussion Power point Presentations, Remedial Classes to all the students s, are also arranged for the students. IQAC ensures that students are being provided with the latest books,

appropriate study material and the required facilities. The Data and information such as attendance, class tests and the response of the students in the classrooms are collected and analysed to judge the academic performance of students.

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

College organizes various programs for the parents and students at the commencement of new batch every year. These inspirational program help parents and students to get familiarized with the institution, curricular and cocurricular activities, facilities, rules and regulations. At the time of admission, students' knowledge is assessed through informal interviews and their strengths as well as their weaknesses are judged at the entry level. Every year students are given personality development programs that involve bridge programs like communication skills, personality development, time management and motivational session. College in conformity to the principles of inclusivity and equity in the admission process, facilitates educational opportunities for students from diverse backgrounds, especially those with varying degrees of learning capabilities, particularly from rural and backward areas. Efficient learners are also identified at the start of the session and they are provided with additional study material to meet their critical thinking. The students are encouraged by the teachers to be members of professional bodies. Under the guidance of teachers ,students participate in group discussion, technical quizzes to develop analytical and problem solving abilities in them and thereby to improve their presentation.

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://sncgadian.com/program.php>

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
1032	BA	Humanities	67	52	77.61
1033	BSc	Non Medical	6	3	50
1072	BCA	Comp Appl	14	9	64.88
1057	BSc	IT	4	3	75
1085	BCom	Regular	11	11	100
3035	PGDCA	Comp App	13	9	69.23
2165	MA	Punjabi	9	9	100
2086	MSc	IT	15	10	66.67
4044	DSc	Computer	10	2	20

[View File](#)

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://sncgadian.com/SSS.php>

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
No Data Entered/Not Applicable !!!				
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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
No Data Entered/Not Applicable !!!		

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
The Collision of Semantic Interoperability	Mrs. Mamta	Gurukul Institute of Engineering Technology Kota	28/10/2018	Young Scientist Award
Optimizing Information	Mrs. Mamta	A. R. Publication	29/09/2018	Women Researcher Award
Design of Word Sense	Mrs. Mamta	IOSRD, Delhi	29/09/2018	Active Research Award
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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
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

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

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

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	Computer Sc.	2	8.5
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
English	1
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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
The collision of Semantic interoperability though mapping query to the ontology in semantic Web mining	MAMTA SHARMA	IJMTE	2018	6.3	Arniuniversity	0
View File						

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
No Data Entered/Not Applicable !!!						
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Presented papers	6	3	0	0
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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
Van Mahautsav Day Plantation Cleaniness	Punjab Governement, Guru Nanak Dev University, Amritsar and Sikh	4	49

	National College, Qadian		
Swachta Rally Cleaniness On day camp	Punjab Governement, Guru Nanak Dev University, Amritsar and Sikh National College, Qadian	4	44
NSS Day Celebration	Punjab Governement, Guru Nanak Dev University, Amritsar and Sikh National College, Qadian	8	50
Swachata PakhwaraRally Cleaniness	Punjab Governement, Guru Nanak Dev University, Amritsar and Sikh National College, Qadian	4	44
Awarness regarding stubble burning A Rally nearby area	Punjab Governement, Guru Nanak Dev University, Amritsar and Sikh National College, Qadian	15	44
National Voter Day	Punjab Governement, Guru Nanak Dev University, Amritsar and Sikh National College, Qadian	4	48
Awarness about Drug Abuse	Punjab Governement, Guru Nanak Dev University, Amritsar and Sikh National College, Qadian	5	45
Poshan PakhwaraLecture Chart Making	Punjab Governement, Guru Nanak Dev University, Amritsar and Sikh National College, Qadian	5	46
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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
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government

Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
NSS	Punjab Government, Guru Nanak Dev University, Amritsar and Sikh National College, Qadian	Swachh Bharat	6	60
NSS	Punjab Government, Guru Nanak Dev University, Amritsar and Sikh National College, Qadian	AIDS Awareness	10	40
NSS	Punjab Government, Guru Nanak Dev University, Amritsar and Sikh National College, Qadian	Beti Bacho Beti Padhao	4	48
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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
No Data Entered/Not Applicable !!!			
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
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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
No Data Entered/Not Applicable !!!			
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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
378000	1140651

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Seminar Halls	Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Others	Existing
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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	Standard	2018

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	7856	1085689	93	28644	7949	1114333
Reference Books	18792	1256175	58	17349	18850	1273524
e-Books	56	0	0	0	56	0
Journals	13	5739	0	2765	13	8504
Digital Database	2	0	0	0	2	0
CD & Video	168	0	0	0	168	0
Library Automation	0	0	1	23600	1	23600
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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
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Dr. Simratpal Singh	Physical Education - Syllabus	ILMS Through Network Sharing	11/01/2019
Prof. Gurdeep Singh	Papers Presented	ILMS Through Network Sharing	11/01/2019
Prof. Gurdeep Singh	Papers Published	ILMS Through Network Sharing	11/01/2019
Prof. Koushal Kumar	Research Papers	ILMS Through Network Sharing	11/01/2019
Prof. Rakesh Kumar	E-Material for Students	ILMS Through Network Sharing	11/01/2019
Prof. Satwinder Singh	HTML for Students	ILMS Through Network Sharing	11/01/2019
View File			

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	100	4	5	3	2	3	2	0	0
Added	0	0	0	0	0	0	0	0	0
Total	100	4	5	3	2	3	2	0	0

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

100 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
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
0.5	0.52	526000	331891

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 following policies and procedures are adopted for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. The college appoints workers to maintain the stated facilities. The nature of the appointments varies as per the availability of the financial resources. At first the permanent employees of the college shoulder the responsibility in the maintenance of the facility. However if there needs be, the skilled persons are hired on the daily wages or

sometimes keeping in mind the cost, the maintenance is effectively done through the contract works. The decision of the committee members and the principal is finally approved in this connection. The following chart displays the execution of the stated policies during the current academic session.

<http://sncqadian.com/SSRReport.php>

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	Fatherless Merit Holder, Needy Students, Poor Family	93	492720
Financial Support from Other Sources			
a) National	National Scholarship Scheme and Monitory Scholarship Late Col. Ishar Singh Bajwa Memorial Trust Fund	138	952790
b)International	Late Bawa Harkrishan Singh Memorial Trust Fund, USA and Bal Family Educational Memorial Trust Fund, USA and Dhiya Pukardiya, USA	60	316000
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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
Coaching for UGC Test	16/07/2018	8	Punjabi Department
Coaching for B. Ed	16/07/2018	20	Punjabi Department
Coaching for M. Phil	16/07/2018	8	Punjabi Department
Coaching for M. Sc. (IT)	09/11/2018	12	Computer Department
Yoga Meditation	21/07/2018	75	NSS
Coaching for BA/BSc/BCom	01/07/2018	65	S. N. College
Coaching for MA/MSc IT/PGDCA	01/07/2018	30	S. N. College
Bridge Courses for	10/10/2018	100	S. N. College

BA/BSc/BCom			
Bridge Courses for MA/MSc IT/PGDCA	10/10/2018	30	S. N. College
Final Preparations of the Exams for BA/BSc/BCom	15/04/2019	100	S. N. College
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	UGC Coaching	8	28	2	17
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
10	7	12

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	102	B. A./B. Sc./B. Com/BCA/B. Sc. (IT)	Arts, Science, Commerce, Computer	Higher Education	M. Sc., M. A., MBA, M. Com, PGDCA, M. Sc. (IT)
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	50
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Poetry Recitation, Declamation, Essay Writing, Quiz, and Painting	College	30
Inter College Competition	Inter College	100
Annual Athletic Meet	College	250
View File		

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
2018	Silver Medal	National	1	0	803	Prabhdeep Singh
2018	Gold Medal	National	1	0	815	Ravi Kumar
View File						

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

Different departments of our college have an active student associations with different roles and responsibilities assigned to them. The associations are monitored by the team of faculty members who shoulder the responsibility for the smooth conduct of the meetings and events of these associations. Our student associations play an important role in numerous college activities related to fine arts, sports and other cocurricular activities of the department and the students. Various academic cocurricular activities organized by our students association include Special Lectures by the subject experts from different fields, special lectures on social awareness, skill enhancement sessions etc. Student members observe important days like National Festivals, Birth/Death Anniversaries of important leaders, International Women's Day, International Yoga Day, Sports Day, Nonviolence Day, Teachers Day, Farewell Party, World Literacy Day, World AIDS Day etc.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

10

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

300000

5.4.4 – Meetings/activities organized by Alumni Association :

02

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)

As we all know Decentralization leaves a significant impact on policy, planning and management of the organization, therefore it is relevant to create a system which allows the flow of ideas and decisions from bottom to top. Considering the importance of decentralization in mind, our college management gives sufficient freedom to the Principal, who is the academic head of the institution to function in order to fulfil the vision and mission of the institution. The principal of college has assigned Academic and nonacademic responsibilities fairly to all the staff members of the college in form of different committees. These Committees perform the various academic and cocurricular activities in the college campus during the academic year. Following are the different the committees which have been constructed by college principal. • Carrier Guidance placement cell • Admission Subcommittee • Library subcommittee • Subcommittee for games and sports • Cultural subcommittee • Outreach activity committee • Aishe portal and college website committee • Maintains and beautification committee. As we all know Decentralization leaves a significant impact on policy, planning and management of the organization, therefore it is relevant to create a system which allows the flow of ideas and decisions from bottom to top. Considering the importance of decentralization in mind, our college management gives sufficient freedom to the Principal, who is the academic head of the institution to function in order to fulfil the vision and mission of the institution. The principal of college has assigned Academic and nonacademic responsibilities fairly to all the staff members of the college in form of different committees. These Committees perform the various academic and cocurricular activities in the college campus during the academic year. Following are the different the committees which have been constructed by college principal. • Carrier Guidance placement cell • Admission Subcommittee • Library subcommittee • Subcommittee for games and sports • Cultural subcommittee • Outreach activity committee • Aishe portal and college website committee • Maintains and beautification committee. • Research Publication committee • Cocurricular committee • UGC committee • NAAC Committee • Purchase and construction committee The Principal of the College holds regular meetings with above mentioned committees and various issues are taken up in these meetings for discussion before arriving at a final decision. The decentralized governance model is being implemented in each department which functions as a separate subunit, in deciding and implementing the Studentcentric programmes and actions. The matters at the department level are discussed by the head of department with the faculty team and with the Principal. This gives the faculty an enormous sense of belongingness and pride which brings out the best in them. Participative Management: The Management is always open to discussion with the teaching and nonteaching staff which, in turn, encourages the involvement of the staff for the improvement of effectiveness and efficiency of the institutional process. The Local management conducts frequent meetings for making strategic decisions which usually involves college Principal, governing body, the IQAC for defining policies procedures, framing guidelines and rules regulations

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	<p>Our College is affiliated to Guru Nanak Dev University, Amritsar, Punjab and it abides by the changes in curriculum as prescribed by the university. Therefore the college is bound to implement the curriculum prescribed by university. The university supports the college teachers by making them faculty members through nomination. These nominated members attend the faculty meetings, at the university and there, they discuss the problems related to the syllabus, with the authorities to work out solutions. To improve the teaching practices, the university supports by organizing 'Orientation/ Refresher courses and faculty improvement programs. The teachers participate in these programs as per UGC, DPI, and the University norms. Being the university nominated faculty members, the teachers of our college have contributed a lot in the development of the curriculum, prescribed by the university. Our teachers attended the faculty meetings in the university and gave suggestions about designing the curriculum. Some of the teachers have also represented the college in the Board of Studies.</p>
Teaching and Learning	<p>The objective of the college is to provide quality education to students, especially the rural pupils and to provide the ample opportunities for the development of overall personality, so that they could act wisely and perform good actions. The following are the innovative processes adopted by the institute towards Teaching and learning process.</p> <ul style="list-style-type: none"> • Emphasis on performance of the students. • Emphasis on interactive learning. • Use of multimedia devices. • Emphasis on class tests and assignments quiz, seminars and projects • Emphasis on innovative methods. • Demonstration of experiments for better visualization and understanding • Soft copy of the lecture notes, question bank are forwarded to students through email. • Updating the library with appropriate books as suggested by the faculty
Examination and Evaluation	<p>Participation of students in informal discussions, response to general or specific issues, discipline in the class room learning, participation in</p>

the extracurricular activities etc have been adopted among formative evaluation approaches. Performance of students in formal class tests, house exams and the university examinations are the summative evaluation processes, which have been adopted to measure the achievement of students. All these have positively helped the students to attain success. • House examination is conducted every year as a regular practice • Question papers for internal assessment examination are prepared by the faculty members and submitted to the examination coordinator. • Additional classes are provided for the slow learning students. • Monthly class tests are conducted for evaluating the students and result are displayed within specified time.

Research and Development

• Research and Development Cell has been formed to promote Research and Development in the college. • The institute motivates the faculty and students for research work. • Faculty members are encouraged to attend and present papers in conferences at abroad and financial assistance is provided. • Research facilities of the institution are being improved by the procurement of quality, updated library facilities and subscription of research journals in various streams.

Library, ICT and Physical Infrastructure / Instrumentation

• In this year our college library has been updated immensely and new journals, magazines, books have been added in the e-resources of college. • The college library has reading space with the facility for downloading e-journals for students. • College has purchased library management software worth Rs 23600 approx. named Biblosoft which is used for books management in an effective manner. • College Library is strengthened with books worth Rs. 45,993. • The software enabled library with e-catalogued books, is managed by the competent and experienced Librarian

• The internet bandwidth has been increased with new broadband fibre cable installation for high speed surfing. • Our college library has registered with National Digital Library of India for accessing E-resources. • College Library has registered with e-PG Pathshala which is an initiative of the MHRD under its

National Mission on Education through ICT (NME-ICT) which is being executed by the UGC. • Obsolete and damaged computers related equipment have been replaced and expenditure on it was Rs 12000 approx.

Human Resource Management

The students are encouraged to participate in various social and community development programs to develop their all-round personality. To achieve this aim Blood Donation Camps, Seminars, Rallies etc. are organized by the institution. Extension lectures on various social evils, like Drug Addiction, Female Foeticide, Traffic and Road Safety rules etc. are arranged to create social awareness in our students. The students are also motivated to participate in Religious March ('Nagar Kirtan') and holy congregations. Religious ceremonies, like 'Gurpurabs' (Birth/ Martyrdom Anniversaries of Gurus) are celebrated and 'Guru Ka Langar' (Community Kitchen) is prepared and distributed by our students. Through NCC and NSS activities, students practically learn to be good citizens and servitors of the society. Detailed roles and responsibilities of all the college staff are assigned in the college academic calendar in the form of committee members.

Admission of Students

Since our college is located in rural area where earnings of the people are very less. Therefore the college helps the poor and needy students to take admission with minimum fee at the initial stage of admission process in every academic year. This is one of the important aspect which supports many students who are facing financial issues. The College also offers scholarships to the University positions holders. The student's take admission through a Single online Window platform provided by the Guru Nanak Dev University, Amritsar (<http://collegeadmissions.gndu.ac.in/>).The college supports and provides books for the whole semester to the poor students.

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

E-governace area

Details

Planning and Development

• Our college actively uses online source of operations for various tasks

like college Institute has its own high bandwidth fibre connection to communicate with outer world. • Institute maintains its website www.sncqadian.com to communicate its philosophy and updates to external stakeholders. • The college has constituted purchase and construction committee which involves senior teaching faculty, non-teaching staff, and college principal. Purchase and construction committee holds regular meetings and discusses financial matters regarding grants received, needs of departments so as to plan and budget. • Digitization of library database in the library. • Subscriptions of various journals for research and study purposes. • Library is managed by the newly purchased Biblosoft software.

Administration

- The Administration of the College functions with E-governance system at College level. Even though the college is located in rural area of district Guradspur, Punjab, the college tries its best to be in touch with latest tools of administration.
- College is using the software to maintain the student's database and their other details.
- College has successfully implemented Real time biometric attendance system for recording and storing the attendance of teaching and non-teaching staff.
- The college campus is equipped with CCTV Cameras which are operative at various points inside the campus including Library, Students common room, Staff room, corridors, and Principal's office.
- The college website displays notices before admission, posts picture of recent events that held in college.

Student Admission and Support

Since our college is located in rural area where earnings of the people are very less. Therefore the college helps the poor and needy students to take admission with minimum fee at the initial stage of admission process in every academic year. This is one of the important aspect which supports many students who are facing financial issues. The College also offers scholarships to the University positions holders. The student's take admission through a Single online Window platform provided by the Guru

	Nanak Dev University, Amritsar (http://collegeadmissions.gndu.ac.in/).The college supports and provides books for the whole semester to the poor students.
Examination	<ul style="list-style-type: none"> • During the university examinations, the college issues roll numbers to students using automated software installed in administrative cell of the college. • The College issues authority letters to students, having technical problems with the university administration. • The student's marks of internal assessment, class test and college examination are entered in a spread sheet and preserved.
Finance and Accounts	The college uses the software for E-governance for transparent functioning of Finance and Accounts department of the college. This helps to increase the efficiency of the staff towards the accuracy in financial transactions. The administrative office manages the financial records separately as per the financial heads.

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
2019	Dr Harpreet Singh Hundal	Conference on "World Punjabi Literature"	Punjabi University Patiala	1600
2019	Dr Harpreet Singh Hundal	Conference on "Parwasi Punjabi Sahit	Gujrana wala Guru Nanak Khalsa College, Ludhiana	1500
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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	Internet Application	Basic Computer Application	27/08/2018	31/08/2018	18	8
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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
No Data Entered/Not Applicable !!!				
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
14	14	6	14

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
04	06	10

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 mechanism for internal and external audit. College has own internal audit mechanism in addition to the external auditors to verify and certify the entire Income and expenditure and the capital expenditure of the institute each year. As per the instruction of Management, Principal has appointed pre-audit cell for checking all the financial payments. In addition to this Bursar checks the records regularly throughout the year. An external audit is also carried out on quarterly basis. The institutional accounts are audited regularly by both external and internal auditor. Suggestions given by the Management and Chartered Accountant to be followed in future regarding accounts. External audits are done at District and state level by authorities once a year and the final report is submitted to Directorate of Public Instruction, Govt. of Punjab.

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
S Gurmeet Singh	35000	Student Development
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6.4.3 – Total corpus fund generated

21419840

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No		Yes	Sikh Educational Society, Chandigarh and

				Local Managing Committee, S. N. College, Qadian
Administrative	Yes	Sokhi Syal Co., Phagwara	Yes	Sikh Educational Society, Chandigarh and Local Managing Committee, S. N. College, Qadian

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

Parent Teacher Meetings. Parents Feedback Shared Responsibilities Increased Success Rate Effective Teaching Learning Processes Betterment in the infrastructural facilities

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

Loan facility for the staff. Support for the improvement of qualification. The IQAC in coordination with department of computer science had conducted special training program in Computer and internet training during summer vacations to enhance computer skills in staff members.

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

The previous NAAC Peer Team had made a number of recommendations after assessing and visiting the college for betterment of the institution. Our efforts to enhance the quality, have led us to take many initiatives, not only complying with the recommendations, but also moving a few steps forward. The college has taken following initiatives for quality sustenance and quality enhancement. Post Accreditation Initiatives on Recommendation 1 The ICT thrust in Teaching and Learning has been strengthened by extending the facilities of LCD projectors, desktops, Computing Software, white board, Fiber Internet connection, Wi-Fi in all academic areas including college campus, administrative department, library, and the major departments. Post Accreditation Initiatives on Recommendation 2 The college has strengthened the college library with more books and subscribing with e-journals for encouraging the research among students and teachers faculty. Various e-learning resources such as online Journals, CDs and online data bases through INFLIBNET are used by the students to enhance their knowledge. To automate library working college has purchased library management software worth Rs 23600 approx., named Biblosoft which is used for books management in an effective manner. Post Accreditation Initiatives on Recommendation 3 The college encourages its faculty to publish research papers every year and young faculty members are encouraged to register for higher degree like MPhil, Ph.D. Currently our two teaching faculty members are doing Ph.D.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality	Date of	Duration From	Duration To	Number of
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	initiative by IQAC	conducting IQAC			participants
2018	College faculty and students have celebrated the birth anniversary of great martyr "Shaheed Bhagat Singh"	28/09/2018	28/09/2018	28/09/2018	375
2018	Awariness regarding stubble burning rally in nearby area	16/10/2018	16/10/2018	16/10/2018	44
2018	Mission Cleanliness	04/08/2018	04/08/2018	14/08/2019	55
2018	NSS Day Celebration	24/09/2018	24/09/2018	24/09/2018	50
2018	Van Mahaustav Day Plantation Cleanliness	18/08/2018	18/08/2018	18/08/2018	49
2018	Swachhta - Rally and Cleanliness One Day Camp	25/08/2018	25/08/2018	25/08/2018	44
2018	Swachta Pakhwada Rally Cleanliness	26/09/2018	26/09/2018	26/09/2018	44
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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
Women Empowerment	20/10/2018	20/10/2018	105	15

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
<ul style="list-style-type: none"> • Save energy" initiative is taken by the students' to make students aware by making them switch off lights and fans before leaving the classroom. • College

NSS Unit organized "Environmental awareness campaigns" on regular basis to create environmental awareness in society. • College student's organized rallies to highlight ill-effects of stubble burning.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	4
Rest Rooms	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	02/10/2018	1	Gandhi Jayanti and Swachh Bharat Avhiyan	Social awareness for cleanliness in villages	50
2018	1	1	04/10/2018	14	Tree plantation	Environment	25

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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)
Annual Report 2018-19	08/04/2019	A detailed handbook of the college Annual Report is published every year. This report contains the indepth information about the activities performed by our teachers and students. In the Annual function of the college, the report is released by the chief guest of the occasion. The members of the managing committee and the parents of the students invited and the report is handed to them. This activity proves that the institute is committed to act in transparent way for the sake of its stakeholders. Now the stakeholders can decide that the institute works according to its vision

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Eco-friendly Environment	04/08/2018	14/08/2018	40
Birth Anniversary of Shri Guru Nanak Dev Ji	27/03/2019	27/03/2019	90
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

- Tree plantation programmes are organized by NSS and NCC Units.
- NSS organized cleanliness camps frequently to create cleanliness awareness among students.
- Guest lectures on importance of water with save water campaign.
- Rally was organized to make aware the local people Seminar at the college level

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

The Best Practice 1 The Scholarships and Concessions The unique practice in the college is that a great number of scholarships and concessions are provided to the students in the college. The college has maintained this practice since long time. These scholarships and concessions are given to the needy, meritorious and deserving students. Considering the economic conditions of the students, it would be difficult to manage for them to continue their higher education without the help of these scholarships and concessions. A number of people, dignitaries, former principals, NRIs and politicians have contributed to run this practice successfully. Following scholarships and concessions are provided to our students.

a. Thirty scholarships of Rs 10,000 each are provided to the students studying in BCA 1st, 2nd and 3rd year. The donators of these scholarships are the associates of the ASP (Association of American Sikh Professionals) and NESSC (New England Sikh Study Circle) from America. Through these scholarships, the NRIs are helping to uplift the rural students of this area, who otherwise cannot afford to continue their higher studies, especially in the field of computers and IT due to their financial constraints. Their performance in the previous class is not taken into consideration while awarding these scholarships. The associates of ASP and NESSC also help to run concessional transportation for the students of our college.

b. Scholarships and concessions of worth Rs. 492720-/ have been provided every year to the economically weak students of the college from its own resources.

c. Concessions of worth Rs 60000-/ have been given to the needy students from the, Late Col Ishwar Singh Bajwa Memorial Trust.

d. Rs. 44000-/ scholarships have been given to the hard working students from the Bawa Harkrishan Singh Memorial Trust.

e. Rs. 44000-/ scholarships have been given from the Bal Family Educational Trust.

f. Two scholarships to meritorious students are given by the Abrol family members, in the loving memory of their son, (late) Flight Lt. Mohit Abrol. Mohit Abrol was an excellent student of the college.

g. The college also helps the maximum students to apply for and avail the center/state governments' scholarship schemes for minority, SC, BC and ST students.

h. The college provided concessional transportation to students from its limited resources. Although the practice is being run successfully, yet it has some limitations. This practice creates a cut throat competition among students which sometimes leads to unnecessary tension and conflict in them. Sometimes students start depending too much on the scholarships, which actually depend upon the availability of donations from other people. Another constraint in

this practice is that the college is located in the economically and educationally backward area, so the institute has limited financial resources. Thus most of our students expect huge concessions and scholarships. Therefore it is not possible for the college to grant these scholarships for infinite time period from its limited resources. The practice is successful, since in spite of the costly education, students are continuing their study in various programmes, with the help of these scholarships and concessions. The practice has not only helped the students economically, but it has also uplifted them socially. Now being a graduate, these students are now capable to understand the importance of education and by doing some job they can also improve their economic condition. These scholarships have provided some of our students an opportunity to get training and job in different sectors, like software companies and banking organizations. The practice of providing thirty scholarships of Rs 10,000 each to the students of BCA/BSc IT has attracted students towards the computer courses. Thus the students of this area have now begun to understand the importance and relevance of these courses in society. Trends show that more students have become aware about the computer courses or the courses offering computer as an optional subject. The practice is successful in the terms of pass percentage also, since the success rate in the computer courses is much more than the other courses. These trends indicate that the students even with rural background can excel in the computer courses and the courses offering 'computer' as an optional choice, if they are supported with the facility, like scholarships and concessions. A number of problems came into the way of implementation of this practice. The very first problem was related with the situation of the college in economically and educationally backward area. It is an area, where large numbers of people do not have that kind of earning, which they can facilitate the cost of education for their wards. The other big reason behind the problem is that the people are educationally backward too. Many of them are not ready to accept the education in spite of the present practice of scholarships and concessions. Another problem with the implementation of this scheme was related with over expectation of the students. Every other student expected huge concessions in fees and tended to have the scholarship. With its limited sources, it was an uphill task to manage this practice. The government policies in the past have made the situation from worse to worst. The cuts and delays in the 95 grant have resulted in the partial or mismanagement of the financial resources. However, the visionary management, college alumni and the NRI donors from America have supported the college with their untiring efforts. The Best Practice 2 College Property for Public Service The unique practice in the college is that the college allows people, children and sportsmen of all ages to use college play grounds, before and after the college hours. The college gates are opened daily, at 4.00 am for public. People and players start entering the college grounds early in the morning. Most of them use college track for their activities and others exercise in the hockey ground, football ground and gymnasium. Men and women of different age groups walk and jog as per their convenience. Sportsmen practice daily in the games of their choice. In the morning, games like, races, high jump, long jump, hammer throw and Kabbadi are practiced by both the professional and amateur sportsmen. Some people also carry out yogic exercises, like 'Pranayaam'(breathing exercises) and 'Aasans'(body postures). Lots of people also play cricket, football, volleyball and badminton. Men, women, boys, girls, children and sportsmen of all ages keep coming in and going out of the college grounds till 8.30 am. After the college hours, the same practice resumes around about 4.00 pm and it lasts till 8.00 pm to 8.30 pm. In this way, the college facilitates people to enjoy their leisure time and helps them to get maximum benefits in their lives during these hours. The college grounds are also made available to people for social cause, like gatherings, rallies and religious programmes. It was not that easy to start this practice. Since many problems had to be resolved before actually putting

this idea into practice. The first problem was related with maintenance of the college grounds. Another problem was related with security of college building and its property. Children or teenagers knowingly or unknowingly could damage the property and other assets of the college. Some antisocial elements could harm the college building, property, parks etc. The problems related with water, electricity, separate toilets and washrooms for men and women needed to be solved forehand. Some people viewed it wastage of money and some thought it a thankless job. Another aspect was related with the identification of sources, for sustenance of these amenities and facilities. These constraints and limitations stood strongly on the way and they made it almost impossible to implement the practice. Later on, with the management and administration with the cooperation of some strong headed dignitaries surmounted the constraints and limitations. With their courage, confidence and strong will power, they began and managed the practice successfully. The practice was started, viewing that people, children and the sportsmen, of all ages of the area could be provided an atmosphere, which would develop love for sports and health in them. Since the practice is still continuing incessantly, it can be said that the performance in developing love for sports and health among people, is excellent till now. This is so because the people are increasingly coming in the college grounds to keep themselves fit. Sportsmen practice daily in the games of their choice. In the morning, games like, races, high jump, long jump, hammer throw and Kabbadi are practiced by both the professional and amateur sportsmen. Lot of sports persons with district, state, national and international achievements have emerged due to this practice. The first and foremost problem was related with the maintenance of the college grounds, the second problem was related with the security of the college building and other amenities and the third problem was to find the sources for the creation and maintenance of the facilities. The problems related with water, electricity, separate toilets and washrooms for men and women needed to be solved forehand.

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

<http://sncqadian.com/#>

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 Sikh National College, Qadian one of the oldest and historical educational institutions of the region, was established in June 1938 at Lahore, with S. Niranjan Singh as its founder principal. Presently, the Sikh Educational Society, Sector 26, Chandigarh is managing the college affairs, along with five other pioneer educational institutions, SGGS College, SGGS College for Woman, SGGS College of Pharmacy. The college aim is to provide a modern and quality education to the rural students at an affordable cost especially to women from the poorest and rural strata of the society. Not only providing support to under privileged students, but the college is supporting students from all the socio- economic backgrounds. The institution gives priority in organizing various educational and awareness programmes to make its students more laborious, self-reliant, skilled and enthusiastic to accomplish their task confidently and to face the challenges of the fast changing world gallantly. Our approach to the mission of the college is reflected in our university results. The university examination results were excellent for Nov/Dec Semesters, 2018. Our two students, Darshan Kaur and Balbir Kaur of M Sc IT, respectively secured third and sixth positions in Guru Nanak Dev university, in the university examinations for the first semester. Their positions in the university examinations have brought laurels to the college. The IQAC always reminds us to perform in the direction of the objectives and mission of the

college. The IQAC is the life and soul of all the activities, performed in our college. This year too, all the infrastructural, academic, extracurricular and research activities were carried out under the supervision and direction of the cell. To ensure the proper functioning of the IQAC, our honorable secretary, S E S Col. J S Bala ji has provided valuable directions. In this academic session, achievements have been made in infrastructural, academic, extracurricular and research activities. Different activities, such as research, publications of our teachers, prove the commitment of our teachers to the vision and mission of this college. These are the evidences that we take the mission and vision of the college seriously. Prof. Rajiv Kumar Bhatia qualified UGC-NET held in December 2018 and SET-2017 (HPPSC) Himachal Pradesh Public Service Commission. Prof. Gurdeep Singh, Department of English, published a research paper in "Research Review" in International Journal of Multidisciplinary. (UGC Listed # 44945). Prof. Dharminder Singh, Department of History attended a Three-Days Conference entitled "Life Teaching and Legacy of Guru Nanak" powered by Department of Punjabi-History, Punjabi University Patiala on March 15-17, 2019. Prof. Mamta Sharma, from Department of Computer Science, presented research papers in two Conferences, viz., ICSSR-2018 held at Punjab University, Chandigarh on August 2018 and IEEE Conference in September 2018 held at Mangalore. She attended socsta-2018 held at NIT Jalandhar. She has been awarded, Active Research Award by A.R Publication Women Researcher Award by IOSRD, Delhi and Young Scientist Award by Gurukul Institute of Engg. Tech. Kota.

Provide the weblink of the institution

<http://sncgadian.com/vision-mission.php>

8.Future Plans of Actions for Next Academic Year

During the academic year 2019-20, the efforts can be made to increase the number of students in the college and to provide education to the common folks. For this, the people should be approached to gain their trust. There is plan to organize social, religious and economic activities. In this connection, 'Nukad Natak', 'Nukad Meetings' and Seminars can be organized. A plan has also been to start new courses, support courses and vocational courses. There is need to modernize library and bring new books in it. We also require to start dialogue through seminars, lectures, declamation and debates on different problems and subjects. There is plan to create two new parks, plant new trees and increase beauty of the campus. In this way there is an intention to make the campus more green. The college organizes different functions in the campus related to culture, academics, society etc. From the next session, the efforts will be made to bring in the academicians, prominent personalities. The teachers are motivated to think on these lines. There is plan introduce smart class-rooms, so that at least science and other departments could utilize these modern equipment for the welfare of students. There is plan to purchase the modern computers with latest technology and configuration. In addition to the above, there is a plan to make following additions in the 2019-20 academic year. 1. Constructions of new class rooms 2. Extension lectures 3. New Courses 4. Promotion of research activities 5. Smart class rooms 6. Seminars 7. Language Lab 8. Installation of Solar panels to supply directly in college line or supply to grid.