



## YEARLY STATUS REPORT - 2021-2022

### Part A

#### Data of the Institution

<b>1.Name of the Institution</b>		<b>S.D.College</b>
• Name of the Head of the institution		<b>Dr. Nand Kishor</b>
• Designation		<b>Principal</b>
• Does the institution function from its own campus?		<b>Yes</b>
• Phone no./Alternate phone no.		<b>01882249968</b>
• Mobile no		<b>7380278212</b>
• Registered e-mail		<b>principal@sdcollegehsp.net</b>
• Alternate e-mail		<b>sdcollegehsp@gmail.com</b>
• Address		<b>Deep nagar Phagwara Road</b>
• City/Town		<b>Hoshiarpur</b>
• State/UT		<b>Punjab</b>
• Pin Code		<b>146001</b>
<b>2.Institutional status</b>		
• Affiliated /Constituent		<b>Affiliated</b>
• Type of Institution		<b>Co-education</b>
• Location		<b>Semi-Urban</b>
• Financial Status		<b>UGC 2f and 12(B)</b>

• Name of the Affiliating University	Panjab University				
• Name of the IQAC Coordinator	Parshant Sethi				
• Phone No.	01882248068				
• Alternate phone No.	01882249968				
• Mobile	9872104467				
• IQAC e-mail address					
• Alternate Email address	principal@sdcollegehsp.net				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://sdcollegehsp.net/aqar.aspx">https://sdcollegehsp.net/aqar.aspx</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://sdcollegehsp.net/ac.aspx">https://sdcollegehsp.net/ac.aspx</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	79	2006	02/02/2006	01/02/2011
<b>6.Date of Establishment of IQAC</b>			15/03/2006		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
nil	nil	nil	nil	nil	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		
<b>9.No. of IQAC meetings held during the year</b>			4		

<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	Yes	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded	
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
Purchase of 12 new computers Fee concession for athletes FDP were conducted Short term course for students Research Methodology workshops		
<b>12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>		
Plan of Action	Achievements/Outcomes	
Promotion of research	FDP and research methodology workshop as conducted	
infrastructure improvement	purchase of new pc	
skill enhancement for students	short term courses were initiated	
<b>13. Whether the AQAR was placed before statutory body?</b>	Yes	
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>		
Name	Date of meeting(s)	
office bearers meetng of management	03/02/2023	
<b>14. Whether institutional data submitted to AISHE</b>		

Year	Date of Submission
2021-22	21/12/2022

**15.Multidisciplinary / interdisciplinary**

Institution offers flexible and innovative curriculum. Curriculum is provided by affiliating university. The courses have flexibility to opt subjects out of optional subjects.

**16.Academic bank of credits (ABC):**

College is affiliated with Panjab University and ABC is not yet opted by the university

**17.Skill development:**

In institution, to strengthen the vocational education and soft skills of students in alignment with NEP, college is running short term courses with Jagat Guru Nanak Dev Punjab State Open University, Patiala. institution is providing Value-based education to inculcate positivity amongst the learners that includes the development of humanistic, ethical, constitutional, and universal human values truth, righteous conduct , love , nonviolence , scientific temper, citizenship values, and also life-skills through various events orgnsed during the year

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

Students have choice to opt regional language in different courses provided by Panjab university. Teachers also use Hindi and Punjabi in their lecture so that students are able to acquire the concept clarity

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

efforts made by the institution to capture the Outcome based education in teaching and learning practices

**20.Distance education/online education:**

To promote skill based education the college is providing courses through Jagat Guru Nanak Dev Punjab State Open University, Patiala

**Extended Profile****1.Programme**

1.1	246
Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2.Student</b>	
2.1	671
Number of students during the year	
File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>
2.2	260
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
2.3	184
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1	43
Number of full time teachers during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
3.2	43
Number of sanctioned posts during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

<b>4.Institution</b>	
4.1 Total number of Classrooms and Seminar halls	22
4.2 Total expenditure excluding salary during the year (INR in lakhs)	30.75
4.3 Total number of computers on campus for academic purposes	90

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

The college is affiliated to Punjab University, Chandigarh and follows the curriculum and academic calendar prescribed by the university. The college strives to impart quality education to students depending upon the resource potentiality of the institution. Before the commencement of each semester, the teachers prepare a well-structured unit plan of their concerned subjects to ensure effective distribution of syllabus and timely completion of the course. They also prepare course material, class notes, and ICT material for effective teaching. The HODs document respective departmental academic calendar which provides an insight on how the course will be delivered in a semester. Effective implementation of the curriculum is periodically reviewed through departmental meetings. Continuous evaluation is maintained throughout the year by conducting tests after completion of every unit to ensure thorough understanding. Transparency and impartiality are maintained in the evaluation process. Interaction with students is encouraged in each aspect because it makes learning process easier and strengthens the link between students and faculty that creates overall positive environment.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="http://college.sdcollegehsp.net:9090/lectureplan.aspx">http://college.sdcollegehsp.net:9090/lectureplan.aspx</a>

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

The institute adopts an organised approach to ensure smooth and effective functioning. For this purpose, a well-defined academic calendar is prepared at the commencement of each academic year. The academic calendar is prepared by Academic Council in consultation with HODs by following academic calendar of Panjab University, Chandigarh. It acts as a source of information and planner for students, faculty and other stakeholders of the institute. It is displayed on the notice boards of college. The academic calendar helps to achieve the following objectives: The academic calendar provides the details of curricular and extracurricular activities to be conducted throughout the year. It provides schedule of mid semester examinations to help with time management and timely completion of syllabus. It reiterates the vision and mission of the institute. The academic calendar provides teachers the liberty to schedule the relevant events like presentations, class tests, group discussions and assignments for internal assessment.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 1.2 - Academic Flexibility

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

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

4

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

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

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

9

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

90



File Description	Documents
Any additional information	<a href="#">View File</a>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

The Institution believes that promoting cross-cutting issues with the curriculum would create positive impact on the student. Besides, it helps to make students good citizen of nation. Accordingly, courses and activities in Gender sensitization, Environment and Sustainability, Human values and Professional Ethics are carried by the institution:-.

#### GENDER

- COMMITTEE
- women's grievance redressal cell.
- student grievance cell.
- Anti-ragging committee.
- Legal aid club
- FACILITIES
- CCTV camera
- Security guards
- Medical dispensary
- displayed police and women helpline numbers
- room for girls.
- ACTIVITIES
- Seminars
- celebration of women's day
- Teej celebration

- SUBJECTS
- Environment, road safety education, violence against women, and drug abuse
- Entrepreneurship development program.

#### ENVIRONMENT AND SUSTAINABILITY

- ACTIVITIES
- Plantation drive.
- Sapling distribution.
- tobacco and polythene free campus
- LED bulbs
- lighting and ventilation facility.
- green audit
- Solar panel
- Havan every month
- Water harvesting plant
- Seminars and competitions
- vermi compost pit.
- SUBJECTS
- Environment, road safety education, violence against women/children, and drug abuse
- Business environment

#### HUMAN VALUES

- ACTIVITIES
- Havan every month
- Ramayan path and Shobha yatra
- Visit to old age home and orphanage
- college distributes free sanitary item
- Seminars
- SUBJECTS
- Industrial relation

#### PROFESSIONAL ETHICS

- ACTIVITIES

- Competitions
- Seminars
- Workshop
- Expert lecture
  
- SUBJECTS
  
- GST
- Income tax
- Social and Business ethics
- Corporate governance
- IPR and ethical issues

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

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

5

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

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

61

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

#### 1.4 - Feedback System

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

**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	<a href="http://www.sdcollegehsp.net/Default.aspx">http://www.sdcollegehsp.net/Default.aspx</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<b>No File Uploaded</b>
Any additional information	<a href="#">View File</a>

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

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

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://sdcollegehsp.net/doc/2021/ATR1.pdf">https://sdcollegehsp.net/doc/2021/ATR1.pdf</a>

#### TEACHING-LEARNING AND EVALUATION

##### 2.1 - Student Enrollment and Profile

**2.1.1 - Enrolment Number Number of students admitted during the year**

**2.1.1.1 - Number of students admitted during the year**

**671**

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

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

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

216

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

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

The faculty members evaluate students' academic progress. Mentoring programme is conducted to help the students to strengthen their varied capabilities and to build an interpersonal relationship between the teachers and students. Each teacher in all departments is assigned with the task of mentoring 15-20 students. Identification of Advanced Learners are done and facilitated with additional references books, journals etc. Question Banks, unit plans and e-resources are available on college website also. Students are encouraged to participate in Seminars and Conferences. Achievements of students are highlighted in newspapers. Financial incentives are given. For Slow learners: Students are encouraged to contact teachers for guidance. Tutorials and remedial classes are also given to such students. Personal attention is given to such students. Teaching methods are adopted based on the level of students. Revision of the Syllabus. The college conducts Mid Semester Tests (MST) in all subjects and special test for the students who failed in the MST exams and for those students also who by some reasons were not able to appear in MST exams. Remedial classes are conducted in addition to the regular classes The teachers meeting these classes make special efforts and create special resource material as per the need of the target students. Classroom feedback is also taken at regular intervals.

File Description	Documents
Paste link for additional information	<a href="http://www.sdcollegehsp.net/eresource.aspx">http://www.sdcollegehsp.net/eresource.aspx</a>
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
671	43

File Description	Documents
Any additional information	<a href="#">View File</a>

### 2.3 - Teaching- Learning Process

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

The College educates through a student centric approach. with different levels of intellect, variation in learning outcomes is a strong possibility. Students are given presentations and their comprehension of the topic is thus ensured. Course objectives, programme specific objectives and programme outcomes are well define and available on public domain i.e website of the college . Students initiated into the programme. It also helps them in self-evaluating their performance at the conclusion of the course. Feedback of the Course and teachers,provides an opportunity to identify any lacunae which can then be addressed. Teachers encourage innovative thought and novel interpretations. Audio- Visual methodology, Language Lab, Google Classroom, Industrial Visits, Field Work and Projects provide experiential and participative learning. Internal assessments are so planned so as to encourage students to work independently. Written Assignments need to be done individually by researching on the given topic so as to enhance confidence, develop writing skills and apart from inculcating an interest in research activities. Seminars help students overcome stage fear and develop oratory prowess. Students indulge in discussions and debates on contemporary issues. Ability Enhancement, Generic and Skill Enhancement courses prepare students for life. NSS Cell and NCC sub-unit help students to participate, integrate and learn.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://sdcollegehsp.net/el.aspx">http://sdcollegehsp.net/el.aspx</a>

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

The college made efforts to create an e-learning environment in the classroom. Faculty members are employing IT-enabled learning resources such as PPT, video clippings, audio system, and online sources, in addition to the chalk and talk way of teaching, to expose students to advanced information and practical learning. The majority of the teachers teach using interactive approaches. In terms of research paper presentations, seminars, debates, group discussions, assignments, quizzes/tests and viva and the emphasis is on classroom interaction. Wi-Fi is available throughout the college. To encourage autonomous learning, computer laboratories with internet access have been set up. Individual laptops and mobile devices have access to Wi-Fi for internet access. Wi-Fi users are supplied with adequate security. The system administrator has control over who has access to it. For PG classes presentations are made mandatory. Students prepare PPT's and present the topic in detail in classrooms. Students can access reading material online also from the link provided in the library. students are provided with user name and passwords for the same. The link for various e-resources are available on the college website also.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

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

**2.3.3.1 - Number of mentors**

40

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

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

43

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

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

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

08

File Description	Documents
Any additional information	<a href="#">View File</a>
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	<a href="#">View File</a>

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

#### 2.4.3.1 - Total experience of full-time teachers

224



File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

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

The system of internal assessment ensures transparency in internal assessment. The Principal convenes faculty meetings to ensure that the evaluation process is carried out effectively. Admissions are made solely on the basis of merit, and lists of quality students are publicised on the bulletin board. Students that are accepted into the programme are evaluated. At the college Group discussions, unit tests, and assignments are used to evaluate students on regular basis. Presentation of Seminars, Field Visit / Field Work, and Submission Unit tests are conducted. Internal Examination Committee conducts the following processes to ensure internal assessment is transparent and robust.

- Setting up the question paper
- Examination Procedures
- Display of the results and Assessment
- Interaction with kids about their own evaluation.

Students are facilitated with question banks and extra lectures The college has initiated continuous and comprehensive internal evaluation in accordance with the norms and guidelines of Panjab University, Chandigarh. The examination schedule is prepared by examination committee and displayed on central notice board and concerned teachers make announcements in the classrooms. All the examination related work is coordinated by an examination committee, comprising of teaching and non- teaching staff members and led by a senior teacher designated as Dean Examination.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://college.sdcollegehsp.net/(S(kzhaay0caekeprfi4gvvgwsd))/attendance/InternalAssementEntry.aspx">http://college.sdcollegehsp.net/(S(kzhaay0caekeprfi4gvvgwsd))/attendance/InternalAssementEntry.aspx</a>

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

The internal evaluation is based on the criteria and guidelines laid down by the University. Faculty members inform students about the basis of assessment process as referred by the university. Exam schedules are established in accordance with university guidelines. Invigilators conduct formative examinations. The HOD verifies the evaluated answer scripts at random to ensure that normal evaluation process is followed. Also teachers are directed to evaluate other teachers answer scripts. Grievances of students after verifying answer sheets are addressed. The results of students' internal evaluation tests are pasted on the department noticeboard. Redress of grievances at the institute level:

**Departmental Level:** Faculty continuously evaluates students in theoretical lectures, laboratories, assignments and unit tests. The midterm grades are assigned based on predetermined strategies and posted on the bulletin board.

**College Level:** The Registrar ensures the smooth running of university examinations. Grievances raised during the administration of online/theory exams are discussed with the Principal and, if necessary, reported to the university by the examination division. Redress of grievances at the

**university level:** After passing through the college examination section, questions about results, revisions in mark sheets, and other certifications issued by the university.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="http://www.sdcollegehsp.net/doc/sg.pdf">http://www.sdcollegehsp.net/doc/sg.pdf</a>

## 2.6 - Student Performance and Learning Outcomes

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

Our institute is affiliated with Panjab University, Chandigarh . Under the Faculty of Arts, Commerce, and Computer and Science. We offered Undergraduate and Postgraduate studies. The institute followed the curriculum created by our connected university for these programmes and courses. The college evaluates the attainment of programme outcomes, programme specific outcomes and course outcomes during the year through midsemester exam., end-semester exam., assignment, presentation, viva-voce exam., etc. It also enables students and parents to understand the nature and level of learning. Major program outcomes for each course are derived from the course content provided by the university. The course outcomes are communicated to teachers, students and parents through the syllabus and the college website. The program outcomes, program specific outcomes and course outcomes primarily aim at imparting knowledge and skills which is critical for building student's competence and personality. There is also an emphasis on holistic development of the students as the learning outcomes focus on imparting values and ethics and enhancing their interpersonal and communication skills. At the beginning of the academic year during the Orientation Program students and parents are briefed about the POs. The concerned faculty of each of the department brief their respective classes about the POs and Cos.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="http://www.sdcollegehsp.net/doc/SA.pdf">http://www.sdcollegehsp.net/doc/SA.pdf</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

Our institute is affiliated with Panjab University, Chandigarh . Under the Faculty of Arts, Commerce, and Computer and Science. We offered Undergraduate and Postgraduate studies. The institute followed the curriculum created by our connected university for these programmes and courses. Following the measurement of POs, PSOs, and COs, it was discovered that the students' strength, as well as their passing percentage, is steadily growing. After that, the College took care of the attainment to measure the POs, PSOs, and COs and put in place the following mechanism: - Our affiliated

university's Academic Calendar was followed by the institute. Every academic year, all subject teachers kept an Academic Diary. Semester-Wise Evaluation Reports were prepared by all subject teachers. The results of the evaluation reports were examined by an internal examining committee. The Students' Progression to Higher Studies and Placement was reviewed by the Placement Committee. house test, assignments, seminars, viva-voce, and university examinations (Theory and Practical) serves as direct measure of attainment for the evaluation in terms of Course Outcome. Routine evaluation is done by written/ oral tests in the classrooms. Further, the outstanding performance and top university positions of students highlight the effort of both teachers and students in different courses.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="http://www.sdcollegehsp.net/doc/SA.pdf">http://www.sdcollegehsp.net/doc/SA.pdf</a>

### 2.6.3 - Pass percentage of Students during the year

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

184

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="http://www.sdcollegehsp.net/doc/ar2021-22.pdf">http://www.sdcollegehsp.net/doc/ar2021-22.pdf</a>

### 2.7 - Student Satisfaction Survey

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

<https://sdcollegehsp.net/doc/FB/SSS2122.pdf>

### RESEARCH, INNOVATIONS AND EXTENSION

**3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****Rs .2 Lakh**

File Description	Documents
Any additional information	<a href="#">View File</a>
e-copies of the grant award letters for sponsored research projects /endowments	<a href="#">View File</a>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

**3.1.2 - Number of teachers recognized as research guides (latest completed academic year)****3.1.2.1 - Number of teachers recognized as research guides****01**

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year****3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year****04**

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Supporting document from Funding Agency	<a href="#">View File</a>
Paste link to funding agency website	<a href="#">NIL</a>

### 3.2 - Innovation Ecosystem

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

S.D. College Hoshiarpur ardently aspires to cultivate the spirit of innovation and plays an encouraging role in promoting ecosystem. The institution has established Research Promotion Cell and incubation center to develop research culture not only among faculty but also among students.

Almost all of the class rooms are equipped with Over Head Projectors to facilitate the students. Micro-entrepreneurial skills to students are developed through industrial visit and through various courses like 'Earn while you learn' scheme in which Bakery items, tailoring, making fancy and essential usable are taught. The teachers are provided with opportunities and incentives to submit innovative research work the research policy.

The research policy of the college work at three levels at institutional Level, at faculty level and at student's level.

Agastya Established in 2022 with the support from the Ministry of MSME, Govt. of India at Sanatan Dharma College, Hoshiarpur is the first Incubation Centre of its kind in district Hoshiarpur, Punjab, to support social entrepreneurship where the students, during/ upon completion of graduation/ Post Graduation, get guidance, mentoring, physical space and network for funding and value based collaboration.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="#">NIL</a>

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

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

14

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

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

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

08

File Description	Documents
URL to the research page on HEI website	<a href="#">NIL</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

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

27

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

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

23

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.4 - Extension Activities

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

- The S.D. College Hoshiarpur aims at holistic development of the students and sensitizing them by exposing them to address the social issues in the neighborhood.
- In this direction, the college has adopted a 'Fadma' Village near by Hoshiarpur.
- Covid Sampling and vaccination drive was Conducted fortnightly during the year during the Covid time period
- Self-discipline, loyalty, respects and patriotism is nurtured among the NCC students.
- S.D. College Hoshiarpur is the first college of the district in which Civil Defense Camp Was organized for the first time in 2016-17 and this practice is followed every year. The main objective of this camp is to train the students to tackle the situations arising from various mishaps like fire, floods etc.
- The college library offers books to students for preparation of competitive exams.
- All the significant dates such as Environment day, Yoga Day, Teachers Day, Hindi Day, etc are celebrated periodically to familiarize students with the value of our ancestors and



traditions.

- The college and the management supports the economically weak students by giving them fee concession to enable them to excel in life through education.

File Description	Documents
Paste link for additional information	<a href="#">NIL</a>
Upload any additional information	<a href="#">View File</a>

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

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

08

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

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

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

43

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

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

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

43

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.5 - Collaboration

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

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

05

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

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

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

03

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

**INFRASTRUCTURE AND LEARNING RESOURCES****4.1 - Physical Facilities**

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

**Teaching Resources:** The Teachers uses various ICT tools in classroom teaching.

**b) Learning Resources:** Access to Library, Computer Labs, and Internet etc.

**c)The available infrastructure is utilized for co-curricular activities, parent teacher meetings, seminars, conferences etc.,**

**Campus detail:**

Particular Description Available Class Rooms Airy, ample benches 22 Seminar Halls 70/200(Capacity) 2 Computer Labs Dimensions: 20\*27 ft. for 3 labs each, 20\*25 ft. NRC, commerce lab 5 Library Fully Automated Dimensions 60\*35 ft. 1 Bio-Tech Labs Various equipment include Laminar Air flow, Electrophoresis apparatus, Plant tissue culture rack, UV-Vis Spectrometer, Vortex mix, Universal oven, BOD Incubator, Incubator, Microscope, Water bath Incubator, Ultracentrifuge, Autoclave etc. Dimension: 10\*15 ft. 1 Fashion Designing Lab Lab equipped with stitching and special Machinery. 1 Conference Room equipped with L.E.D TV. 1 Network Resource Centre Equipped with computers and internet 1 Multi-Purpose Hall Used for various purposes 1 Physics Lab Various equipment include

Refractometer, Oven, Dark Room, Vernier Calliper Wheatstone bridge, prisms, Ammeter, Voltammeter etc. Dimension 15\*20 ft 1 Chemistry Lab Chemicals and equipment include Titration burettes, Pipettes, Whatman filter paper, Weighing Machine, Flasks, Hot plate, Desiccator plates etc. Dimension 15\*20 ft 1 Psychology Lab Apparatuses available are Bilateral transfer, Concept formation, division of attention, Biofeedback 1 Language Lab equipped Language lab 1 Common Room(Female) Sitting capacity of 50 1

#### Computer Labs

Sr. No. Equipment Quantity 1 Desktop Computers 90 Server(used for hoisting web site and CollegePro Software 1 Printers 7 Laptops 2 Scanners 2 MFD's 2 Projectors 9 CCTV Cameras 16 Spiral Binding Machine 1 Lamination Machine 1

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sdcollegehsp.net/infra1.aspx">https://sdcollegehsp.net/infra1.aspx</a>

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

Athletic track 200m Cricket ground pitch stump to stump 20.12m plus 1.22 m behind stumps and 3 m wide

#### Sports Activities:--

1. The institute has fully competent and qualified Assistant Professor to train the students to participate in the events conducted by state/university.
2. College organizes regular Athletic meet and Students are encouraged to participate in Various games like Kabaddi, Cricket, Football, Shot-put, Volley Ball , Cricket
3. Teams for Cricket, Football and Kick-Boxing are sent for inter college competitions held by Panjab University, Chandigarh
4. Gym is equipped with modern machines like weight lifting set, Treadmill etc.
5. Various indoor games present are Chess board, Table Tennis and Carrom Board.

**Cultural Activities:**

There are 3 stages for holding cultural functions in college. Dimensions are 45\*30(Main stage), 35\*15(Library stage) and 15\*12(Backside Ground stage).

1. Students are encouraged to participate in Zonal, Inter-Zonal Youth festival every year.
2. For that purpose, directors for various items are hired.
3. The college provides various facilities like refreshment, infrastructure etc for routine practice of cultural competitions

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sdcollegehsp.net/doc/cocur.pdf">https://sdcollegehsp.net/doc/cocur.pdf</a>

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

9

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sdcollegehsp.net/ict.aspx">https://sdcollegehsp.net/ict.aspx</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

7.55

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

1. The Library is fully automated with computer systems
2. Transactions are automated by using Bar Code Scanner
3. The Software used for Library Automation is SOUL 2.0, designed and developed by the INFLIBNET Centre
4. The main features of SOUL 2.0 are:
5. Client-server based architecture, user-friendly interface that does not require extensive training
6. Supports multi-platform for bibliographic database such as My SQL, MS-SQL or any other RDBMS;
7. Supports cataloguing of electronic resources such as e-journals, e-books, virtually any type of material;
8. Supports requirements of digital library and facilitate link to full-text articles and other digital objects;
9. Support online copy cataloguing from MARC21 supported bibliographic database;
10. Provides default templates for data entry of different type of documents. User can also customize their own data entry templates for different type of documents
11. The software's Web OPAC link is uploaded on website through which the faculty members/students can check availability of books in library

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	<a href="https://sdcollegehsp.net/library.aspx">https://sdcollegehsp.net/library.aspx</a>

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-**

**A. Any 4 or more of the above**

**books Databases Remote access toe-resources**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

0.115

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

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

71

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

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

The college has adequate computing and IT resources. There are 3 computer labs, 1 commerce lab, e-library, and one NRC . There are 90 Pcs and 2 Laptops . Budget is allocated annually to purchase

/upgrade computers to provide the students the PCs with latest configurations. The campus is under CCTV surveillance to ensure safety of the students.

Some of the IT based advancements of campus are:

- MFDs, Photostat Machines, Printers, scanners are available for the staff to use for official purposes.
- Biometric is installed .
- 52 Mbps Leased line connections are available to access internet.
- The college campus is interconnected with optical fibre and high speed internet connectivity is available at every node.
- Licensed Soft wares are also available which includes: Microsoft Office 2013/2007/2010, Windows 8.1 /Windows 10/Windows 11, Tally(Multi-user).
- College has purchased a collegpro software and a separate login is provided to all the teachers and students. Moreover admissions, fees, assignments of students, attendance of students, faculty leaves, event management etc. are handled through software.
- All the Department, Labs and PCs of college are interconnected through LAN and dedicated fibre optic is laid in the campus to provide high internet speed. Additionally, Wi-fi hot spots are installed in the campus to facilitate wireless access to internet. Multi-media projectors and internet connection are installed in classrooms to facilitate teachers to take interactive classes

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="#">nil</a>

#### 4.3.2 - Number of Computers

90



File Description	Documents
Upload any additional information	<a href="#">View File</a>
List of Computers	<a href="#">View File</a>

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

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 4.4 - Maintenance of Campus Infrastructure

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

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

17.78

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

**Maintenance of Academic facilities- Class rooms, Laboratory, and Library:**

1. Stock Audit of all the equipment (Furniture, electronic equipment, computers) in college is done half-yearly.
2. Library committee is formed to monitor the usage and to enrich the library facility continually.

3. Fire Fighting equipment in various class-room, labs, offices, etc. are maintained
4. A Construction committee is constituted at campus who oversees the maintenance and upkeep of the physical infrastructure and facilities

#### Utilization and Maintenance of Computers:

1. The institute has adequate number of the computers with internet connections and the utility softwares
2. Maintenance and updation of computers and peripherals are done regularly.
3. The computer labs, office and Library are connected in LAN.

#### Maintenance of Physical and Support facilities:

1. Maintenance of CCTVs is outsourced whereas basic control and monitoring is done at college level
2. Regular control and monitoring of the Generator is done by the electricians of the institute.
3. Routine electrical maintenance of all the electrical fittings, UPS, etc. is done by the electricians and complaint register is maintained properly.
4. Pest control or anti-termite treatment is done in the library as and when required
5. Every day cleaning of toilet blocks and wash rooms is done by the team of cleaning staff members.
6. The institute garden and trees are maintained by the gardeners of the institute.

#### Maintenance of sport complex:

The running track is used by students, staff and maintenance of that facility is done with the help of the management.

Additionally, the college has signed AMC for smooth functioning.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://sdcollegehsp.net/doc/Procedures.pdf">https://sdcollegehsp.net/doc/Procedures.pdf</a>

#### STUDENT SUPPORT AND PROGRESSION

**5.1 - Student Support****5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year****5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year****14**

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

**5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year****5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year****331**

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

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

**A. All of the above**

File Description	Documents
Link to Institutional website	<a href="http://sdcollegehsp.net/ced1.aspx">http://sdcollegehsp.net/ced1.aspx</a>
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

30

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

284

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

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

**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

29

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student placement during the year (Data Template)	<a href="#">View File</a>

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

#### 5.2.2.1 - Number of outgoing student progression to higher education

31

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of student progression to higher education	<a href="#">View File</a>

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

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

03

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

**5.3 - Student Participation and Activities**

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

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

39

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

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

The institution has a transparent mechanism and a practice of identifying the student representatives for each class and nominates them for student council. The student council has an active

participation in the conduct of activities in the campus related to curricular and co-curricular activities. The activities of the council are well supported by the faculty members. The students also have representations in IQAC (Internal Quality Assurance Cell) that monitors the quality initiatives taken by the institute. The students discuss and suggest various matters to improve quality in education. These suggestions are welcomed by the IQAC and management representatives. Students also represent anti ragging activities as well the cultural activities.

#### File Description

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

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

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

16

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	<a href="#">View File</a>

### 5.4 - Alumni Engagement

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

College has a registered alumni association which keeps on conducting alumni meets from time to time to stay in contact with the alumni of the college and to create a forum so as to keep up

with the memories and traditions of the association. The alumni meets are conducted from time to time to develop a strong bonding with the alumni and also get their valuable suggestions and feedback which may go a long way in the development of the college. The association aims to encourage the relation between the college and its alumnus so as to promote the growth of the institution in various areas such as interships, placement and other activities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**5.4.2 - Alumni contribution during the year (INR in Lakhs)**

**E. <1Lakhs**

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## **GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 - Institutional Vision and Leadership**

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

The institution works for the betterment of society's educational level and aims to reach the last among the least equipped to obtain higher education. The mission of the institution is tuned to make education available for all. Deserving and meritorious students are provided financial support to meet their financial liabilities. The purpose of education is the holistic development of the pupil and the institution strives in this direction. The institution has a proud legacy of producing the best C.A.s, C.S.s, Lawyers, Income Tax Practitioners, and Banking Officials.

The teachers have it at the back of their minds to ensure that the students get a conducive environment and their acumen is well suited to the competitive world outside. The students get information about practical dealings in the outside world and the challenges which could be faced by them in time to come. The Governing body makes sure that the overall environment of the institution radiates positivity and a sense of responsibility is developed among the pupils. The NSS volunteers, on a regular basis, visit the adopted area and conducts



awareness drives like cleanliness, sanitation, plantation, national integrity, environmental protection, blood grouping, etc.

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

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

Participative management is a prominent feature of our organization. From the highest to the lowest rung of administration and routine working, leadership qualities are nurtured and appreciated. The examples of participative management could be witnessed in the following areas. The Principal in due consultation with the Management and the Advisory Board of the college prepares the Annual Plan for the academic session. Inputs from the annual calendar sent by the Parent University are furnished in the Annual Plan. Orientation is conducted for fresher students at the beginning of the session. Teachers are made in charge of classes and senior students are involved in the conduct of the program. Every session, the Parent University conducts Zonal and inter-zonal youth festivals and the college's participation is ensured. In consultation with the Management, the Principal gets the budget earmarked for the preparation of the youth festival by the Contingent in charge. The Contingent In charge divides the teams among various teachers. The college magazine- Shri Panchanan is a regular feature of the college's annual plan. An editorial board is constituted at the college level for its publication. The Editor in chief ensures that the editors of various sections secure the participation of students.

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

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

### Strategy Type Details

1. **Admission of Students:** Admissions of students are made as per norms of Punjab University Chandigarh
2. **Examination and Evaluation:** Internal tests are being conducted on a routine basis. Unit tests and pre-final tests are also conducted. Evaluation of internal and external exams is on a fair basis.
3. **Curriculum Development:** Introduction of B.voccourses in computer application and commerce or business management
4. **Teaching and Learning Use of ICT Establishment of the course plan for every subject well before the commencement of each semester along with the course in the form of a Teachers' diary. study materials like PPT/ PDF are shared with students. organizing conferences, seminars, workshops, and guest lectures. Delegation of students and Faculty for conferences, seminars, and workshops. Remedial classes. Student counseling and Internal tests are being conducted on a routine basis. Organizing student seminars on recent trends and developments in respective subjects.**
5. **Research and Development:** Encourage the staff for research work.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc. Major committees functional areThe advisory committee is primarily entrusted with the task of discussing grave issues and administrative policies.The managementgives weightage to the suggestions of the staff. The college has constituted an anti-ragging committee to curb the menace of ragging. The students are guided to be vigilant against the menace of ragging. The student grievance cell ensures thatgrievances are addressed to in a satisfactory way. Students are guided to share problemswithin the campus on all fronts with the committee. The purpose of the women's grievance cell is to give female staff and

students a platform. The senior staff ensures that grievances are addressed at that very moment. The college has a committee for students with disabilities. The well-being of the divvying students during their stay in the college is of pivotal importance for this committee. The college has constituted a committee for the welfare of the S C/S T communities. The purpose is to provide equal opportunity in all the events, activities, and facilities made available at the institutional level.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	<a href="http://www.sdcollegehsp.net/qb/OAI.pdf">http://www.sdcollegehsp.net/qb/OAI.pdf</a>
Upload any additional information	No File Uploaded

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	<a href="#">View File</a>
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

**Welfare measures for teaching:**

**Maternity leave**

**Gratuity,**

**leave encashment,**

Provident fund,

Medical leave,

loan facility

Welfare measures for non- teaching:

Earned leave,

Gratuity,

Leave encashment,

Medical leave,

Loan facility.

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

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

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

11

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

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

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

17

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	<a href="#">View File</a>
Reports of Academic Staff College or similar centers	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

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

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

8

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

The college has a mechanism to monitor the multiple activities of the faculty members to evaluate their performances. There are three main categories to assess their performances are as under: Category I: Teaching, Learning, and Evaluation related activities Category

II: Professional Development, Co-Curricular and External activities  
 Category III: Research and Academic Contributions Besides these categories of Teachers, performance is also evaluated by students' feedback. Outgoing students of final year fill up the teacher's feedback in Teacher Evaluation Form. This form has 26 criteria related to aspects of teaching on which the opinion of the students is sought. The forms are analyzed by the Principal and the IQAC. The information collected from the Feedback is addressed for the betterment of the Teaching-Learning process. In cases where laxity or negligence is observed the teacher in question is counseled by the Principal and urged to improve his/her performance. Performance Appraisal System for Non-teaching staff The performance of the non-teaching staff is appraised by the Principal and Bursar at a personal level. They are assessed on the parameters of efficiency, cordiality, and overall helpfulness. Nonteaching staff members whose performance doesn't satisfactory or needs improvement were warned and issued a letter of explanation.

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

#### 6.4 - Financial Management and Resource Mobilization

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

Internal audit is done by the CA duly appointed by the college. On the other hand, External audit is done by government agencies and have discrepancies. if any are sorted as per the information received from the concerned agencies and the internal audit is done yearly and objections are settled accordingly. our responsibility is to express opinions on these financial statements based on our audit. we conducted our audit in accordance with auditing standards generally applicable to financial audits contained in auditing standards. BRS is duly completed by the end of every month. Trail balance is also prepared quarterly. At the end of the financial year, a financial statement duly audited by a chartered accountant is provided at the end of every financial year. The report is an integral part of an audit performed in accordance with Auditing Standards considering the Internal control over financial reporting and compliance. We believe that the audit evidence, we have obtained sufficient and appropriate to provide a basis for our audit

opinions.

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

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

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

Rs. 93,000.00

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

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

##### 6.4.3 utilization of funds.

The institution is poised to grow and make its mark in the global scenario by providing requisite funds and optimal use of resources. The institution utilizes its funds in a transparent manner. funds generated from the above sources and principally used for the overall development of the institution. According to 2021-2022, all the expenditures are allocated according to the different sections namely, on the advertisement statement is Rs.1,27,655.00/-, Rs.2,920.00/- on E-Journal, on PF contribution is Rs.5,44,592.00/-, for Repair and maintenance is Rs.3,03,754.00/-, for research and development Rs.16,350.00/-, Youth Festival Rs.25,000.00/-, for staff infrastructure Rs.77,84,344.00/-, for stationery and correspondence Rs.87,476.00/-, last but not the least is Misc expenditure is Rs.227320.00/- .therefore, the grand total of resources for use as institutional development is RS.9,119,411.61/-.

Thus the institute maintains and follows a well-planned process for the mobilization of funds and resources. Every single rupee spent in the institute goes further because of the inherent financial discipline wherein the stress is on the economy and optimal utilization. Above all, the optimal utilization of limited resources of the institutes is the result of the commitment, dedication, and selfless voluntary services of its teaching and non-teaching staff.

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

## 6.5 - Internal Quality Assurance System

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

New S D College Society, Hoshiarpur entirely governs the institution. The managing committee consisting of three elected members and all life members of the society along with three teachers' representatives appropriately manages the affairs of the college. The College has an inbuilt mechanism to check the work efficiency of both teaching and non-teaching staff. The internal and external audit mechanism is effective and transparent. The institution also provides welfare programs and schemes to its staff and Regular class tests to monitor the performance of the students. Tutorials for the subjects like commerce and economics are conducted to sharpen the student's skills. Value education and character building are the objectives of the college and its inculcated in students through lectures and other academic interactions. Civic culture is disseminated through NSS and NCC activities and Vocational courses in computer application, fashion designing, and office management. We are organizing educational tours to acquaint students with the cultural heritage of our glorious nation. NCC and NSS Units of the college are actively involved in social activities. Different scholarships are given to deserving candidates. Well, equipped gymnasium facility for both boys and girls is available. The College gave many benefits to economically and socially backward students.



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

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

The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process. The Academic Calendar is prepared in advance, displayed, and circulated in the institute and strictly followed. Admission to various programs, summer, winter, and Midterm vacations, examinations, and declaration of results are notified in the Academic calendar. All the newly admitted students have to compulsorily attend the orientation program, in which they are made aware of the philosophy, the uniqueness of the Education system, the teaching-learning process, the system of continuous evaluation, compulsory core courses, various co-curricular activities, discipline and culture of the institution. All students are also provided with the student Diary that provides all details relevant to students. students are apprised of the Time-Table, Program structure, and syllabi of the course before the semester commences. Feedback from students is also taken individually by teachers for their respective courses.

The teaching-learning processes are reviewed and improvements are implemented, based on the IQAC recommendations Major initiatives taken over the last few years include the following; a) Introduction of Daily Home Assignment. b) Automation of Admission Processes. c) Provision for Online Fee Payment. d) Automation of Examination Process. e) Introduction of B.Voc Programmes. f) Green initiatives on campus- Tree plantation, e-vehicles, etc

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

6.5.3 - Quality assurance initiatives of the

A. All of the above

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

File Description	Documents
Paste web link of Annual reports of Institution	<a href="http://www.sdcollegehsp.net/doc/ar2021-22.pdf">http://www.sdcollegehsp.net/doc/ar2021-22.pdf</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

S.D. College, Hoshiarpur is always proactive to promote gender equity within and outside the college premises. The measures like Women Grievance Redressal Cell, Anti-ragging committee, CCTV surveillance cameras, special female security guards, medical dispensary, display of police and women helpline numbers, provision for female staff members to avail maternity leave serve the cause the women equity.

Events during 2021-22:

- Celebration of Teej by Youth Services, Welfare and Cultural Affairs Committee on 13/08/2021.
- Nukkad Natak on Beti Bachao Beti Padhao by NSS Unit on 11/10/2022
- Mehandi Competition on 12/10/2021, Rangoli Competition and Collage making competition on 19/10/2021, and a Workshop on Handmade Jewellery on 26/4/2022 by Department of Fashion Designing.

- National Integration Camp joined by NSS Volunteers of the College from 18/11/2021 to 25/11/2021.
- A National Webinar on Girl Child Day by NSS Unit and Women Cell on 24/01/2022.
- Seminar on Health and Hygiene with Ayurveda by Women Cell, Dept. of Commerce on 24/02/2022.
- Celebration of Women's Day by Women Grievance Cell, Redd Ribbon Club, NSS Unit, Anti-Sexual Harassment Committee on 08/03/2022.
- A National Seminar on Analyzing India's Progress towards Gender equality for Sustainable future by Dept. of Economics on 29/06/2022.

For detailed reports of the activities kindly visit <https://sdcollegehsp.net/doc/2022/ge1.pdf>

File Description	Documents
Annual gender sensitization action plan	<a href="#">The college plans to promote gender sensitization using various webinars, extension lectures, cultural and academic activities.</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="#">Women Grievance Redressal Cell to address the needs and problems of the girl students, Day Care Center, Anti-ragging Committee, Girls Common Room, Female Security Guard, Medical Dispensary</a>

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

**B. Any 3 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

### Solid Waste Management

Most of the iron, wooden, plastic, paper scrap is biodegradable. The horticulture waste is used to produce manure that is used for soil conservation and enriching the yield of plants within the campus and outside the campus. The kitchen waste including used tea leaves, waste of vegetables and fruits, leftover food, is also used to produce organic fertilizers containing nitrogen, potassium and sodium that are ultimately employed to feed the plants. The campus has installed adequate number of bins to collect this horticulture and kitchen waste. The compost so produced does not only protect the environment but also serves the purpose of enriching the soil quality.

### Liquid Waste Management

The college has adequate supply of RO water in the campus. However, the waste water from these ROs is reused in various forms like watering the plants, washing the utensils in canteen, to mop the floor or clean the toilets. Besides, the drainage from canteen and condensate water from AC drain pipes are also utilized for cleaning and gardening purposes.

### E-Waste Management

Absence of floppies or CDs, refilling of cartridges, repairing of toners, use of discarded hardware for teaching ensure zero e-waste stacking for recycling.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	<a href="#">View File</a>
Geo tagged photographs of the facilities	<a href="#">View File</a>

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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.1.5 - Green campus initiatives include

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

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

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

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

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

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

<p><b>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</b></p>	<p><b>B. Any 3 of the above</b></p>
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File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
Details of the Software procured for providing the assistance	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**To build a nation with morally sound youth, the college organizes and conducts several activities to build and promote an environment for ethical, cultural, and spiritual values among the students and staff. To develop the emotional and religious feelings among the students and the faculty, days of national and international**

importance are celebrated in the campus with the initiative and support of the management for not only recreation and amusement but also to generate the feeling of oneness and social harmony. It includes the celebration of Lohri, Diwali, Republic Day, Independence Day, Women's Day, Yoga Day, Hindi Diwas, Birth Anniversaries of Sikh Gurus, Environment Day, Ganesh Chaturthi, etc. Motivational lectures of eminent persons of the field are arranged for all-round development of the students for their personality development and to make them responsible citizens following the national values of social and communal harmony and national integration. Besides, college also conducts webinars, seminars, FDPs, Quiz competitions, skill development programs that promote social unity and harmony by including all the teachers, students, and people from various institutes and society at large. Besides we have built a robust infrastructure for a variety of sports activities for the physical development of the students.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

Sanatan Dharma College, Hoshiarpur sensitizes the students and the employees of the institution to the constitutional obligations about values, rights, duties, and responsibilities of citizens which enables them to conduct as responsible citizens.

To equip students with the knowledge, skill, and values that are necessary for sustaining one's balance between a livelihood and life by providing an effective, supportive, safe, accessible, and affordable learning environment. These elements are inculcated in the value system of the college community.

The students are inspired by participating in various programs on culture, traditions, values, duties, and responsibilities by inviting prominent people. The institute conducted awareness programs on the ban on plastics, cleanliness, Swachh Bharat, etc. involving students.

The college establishes policies that reflect core values. Code of

conduct is prepared for students and staff and everyone should obey the conduct rules.

The affiliating University curriculum is framed with mandatory courses like Professional ethics and human values, the Constitution of India, and the Essence of Indian Traditional Knowledge, as a small step to inculcate constitutional obligations among the students. Major Initiative during the last five years.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://sdcollegehsp.net/doc/2022/cob1.pdf">https://sdcollegehsp.net/doc/2022/cob1.pdf</a>
Any other relevant information	<a href="#">NIL</a>

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

**B. Any 3 of the above**

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

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



With a view to ensure wholesome growth of its students and promote national, spiritual, moral, cultural, and regional values among them, S.D. College, Hoshiarpur commemorates various days of national, international and regional importance, for instance an Independence Day, Republic Day, Hindi Diwas, Birth Anniversary of Shri Guru Tegh Bahadur Ji, National Youth Day, Teej, Constitution Day, Yoga Day, Environment Day, Ganesh Chaturthi, Women Day, Health Day, Teacher's Day, Lohri, etc.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.2 - Best Practices

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

### Best Practice 1: Personal and Professional Skill Enhancement

In order to enhance the personal and professional skills of the students and staff members, the college has embarked on various programmes like various initiatives to enhance the computer skills of students and staff members, website development, psychology and its applications, creative gardening, handmade jewellery, activities like mehandi competition, rangoli competition, creative garden competition, yoga for well-being, celebration of yoga day, sports activities, seminar on stress management and relaxation.

### Best Practice 2: Environment Conservation

In order to protect environmental around us, the college has initiated various environment conservation programmes during the academic year 2021-2022, for instance Havana on performed on the very first day, initiatives like Distribution of Anti-Poly Bags, Awareness Program at Village Fadma, Seven Day NSS Camp, Swachh Bharat Online Survey Campaign, Seminar on "Yoga for Well-Being", One Day Workshop and competition on "Creative Garden" on the eve of World Earth Day, A Seminar and Group Discussion on Environment Conservation, Seminar on the Occasion of World Environment Day, An

Extension Lecture of Environment Conservation, Tree Plantation at Village Harkhowal, Bicycle Rally by S.D. College Staff Members, etc. Besides, the college has also invested in Vermi-compost unit, water-harvesting project, and Solar energy plant, various types of wall paintings.

File Description	Documents
Best practices in the Institutional website	<a href="https://sdcollegehsp.net/doc/ppse1.pdf">https://sdcollegehsp.net/doc/ppse1.pdf</a> , <a href="https://sdcollegehsp.net/doc/bpea2.pdf">https://sdcollegehsp.net/doc/bpea2.pdf</a>
Any other relevant information	<u>NIL</u>

### 7.3 - Institutional Distinctiveness

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

#### Distinctive Practice: Earn While You Learn

In order to improve the skills of the students, boost their self-confidence and make them independent, the Dept. of Fashion Designing, SD College, Hoshiarpur provides a great opportunity to the students to meet the expenses of their studies through an initiative called "Earn While You Learn". In this direction, the department organizes a number of workshops and exhibitions where students can learn bakery items, pottery, making decorative items, and various types of fashion designing items. Besides, skills like rangoli making, poster making, clay modeling, rakhi making, etc. are also taught to the students. The items prepared by the students are mostly sold out in various exhibitions organized in the college. During 2019-2020, the Department of Fashion Designing organized a Mehandi Competition on 12/10/2021, a Rangoli Competition on 19/10/2021, a Collage making competition on 19/10/2021, One Day Workshop on "Creative Garden" on 21/04/2022, a "Creative Garden" Competition on the eve of World Earth Day on 22/04/2022, A Workshop on Handmade Jewellery under Earn While You Learn on 26/4/2022, and an Exhibition cum sale under "Earn While You Learn" of handmade traditional items on 23/06/2022.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the next academic year

S.D. College Hoshiarpur has the following plan of action for the next academic session:

- To ensure the safety of all the students, faculty, staff, and visitors on the campus during the challenging times of COVID.
- To impart uninterrupted quality teaching to our students through online, offline, or blended modes of teaching.
- To sensitize the students to attain holistic development.
- To introduce capacity-building exercises for students and teachers.
- To conduct webinars, seminars, and workshops for teachers and students.
- To promote research more rigorously in the college.
- To take steps to improve and create infrastructure in the college.
- To put an impetus on the introduction of new courses and programs in the college.
- To strengthen infrastructure for green initiatives..