



## YEARLY STATUS REPORT - 2020-2021

<b>Part A</b>	
<b>Data of the Institution</b>	
<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	Iqacsdcollegehsp@gmail.com				
• Alternate Email address	principal@sdcollegehsp.net				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="http://college.sdcollegehsp.net:9090/aqar.aspx">http://college.sdcollegehsp.net:9090/aqar.aspx</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	No				
• if yes, whether it is uploaded in the Institutional website Web link:					
<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>	<b>Yes</b>	
<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>	<b>No</b>	
<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>		
Promotion of research Learning activities during covid-19 Awareness for Covid		
<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 learning activities	Conduct of webinars	
Crisis management of covid	Chalk out plans to manage corvid	
Covid awareness among society	awareness drives	
Promotion of research and NAAC	organising FDP on Research methodology and NAAC assessment Criterion	
<b>13. Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>		
Name	Date of meeting(s)	
Office Bearers (Managing Committee)	28/04/2022	
<b>14. Whether institutional data submitted to AISHE</b>		

Year	Date of Submission
2020.21	25/01/2022

**15.Multidisciplinary / interdisciplinary****16.Academic bank of credits (ABC):****17.Skill development:****18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)****19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):****20.Distance education/online education:****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>

**2.Student**

2.1	650
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2	207
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	194
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	40
Number of full time teachers during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
3.2	40
Number of sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	28
Total number of Classrooms and Seminar halls	
4.2	3660284
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	85
Total number of computers on campus for academic purposes	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

The 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 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.

During COVID-19, the college ensured the use of ICT for effective teaching. The teaching was carried out in blended mode. Appropriate and workable knowledge of computer and mobile applications was imparted to the teachers.

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

Due to Covid-19, the college exercised flexibility in academic calendar and modified it according to the revised academic calendar issued by P.U. Chandigarh. As it was not possible to conduct many activities in offline mode, the online mode was used as a preferred mode to conduct activities by various departments.

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

**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	No File Uploaded
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)

11

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

120



File Description	Documents
Any additional information	No File Uploaded
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

- women grievance redressal cell.
- Anti-ragging committee
- 19CCTV surveillance cameras
- lady cops and bouncers
- medical dispensary
- Legal aid club
- displayed the police and women helpline numbers
- Separate room for girls.
- Seminars
- celebration of women's day
- Teej celebration

#### ENVIRONMENT AND SUSTAINABILTY

- The environment and road safety subject is taught to all the under graduate classes in the college.
- Plantation drive.
- Sapling distribution.
- tobacco and polythene free campus.
- LED bulbs
- lighting and ventilation facility.
- Water harvesting plant
- Seminars and competitions
- Solar panel
- green audit every year

**HUMAN VALUES**

- Hawan is performed on every Sankranti.
- visit old age home and orphanage.
- distributionfree sanitary items
- Ramayan path and Shobha yatra

**PROFESSIONAL ETHICS**

- The institution has a library's code of conduct and each department in the college have their own directives.
- Earn while you learn
- Tour and travel committee

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

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

4

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

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

60

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/doc/2021/feeb.pdf">http://www.sdcollegehsp.net/doc/2021/feeb.pdf</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	No File Uploaded

**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	No File Uploaded
URL for feedback report	Nil

**TEACHING-LEARNING AND EVALUATION****2.1 - Student Enrollment and Profile****2.1.1 - Enrolment Number Number of students admitted during the year**

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

650

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**

207

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

All students must participate in Orientation Program. Their acumen is gauged through Class Assignments, Additional Assignments, Quizzes, Class Tests, Projects, Internships, Viva-voce. Teacher-student interactions, Class Committee reports, and Proctorial meetings solve same purpose. Faculty members evaluate students' academic progress. The following are some of the special methods made to assist rather slow learners.

- Organizing Additional Classes
- Remedial and Tutorial Classes.

Organizes help from classmates and senior student

Provides tutorial assignments

- Deliver lectures
- Encouraging them to take classes on developing soft skills.

- Encouraging them to participate in a variety of activities to improve their social skills

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

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

Number of Students	Number of Teachers
650	40

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. The students are given reading practice and their comprehension of the topic is thus ensured.

Course objectives, programme specific objectives and programme outcomes are well defined. A student is thus 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 hone style, apart from inculcating an interest in research activities. Seminar 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 are offered to prepare students for life. NSS Cell and NCC sub-unit help the students to participate, integrate and learn.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

The academic year 2020-2021 was completely affected by Covid-19 pandemic and therefore it was not only the choice but also the compulsion of the teachers to learn, adopt and practice the ICT enabled tools. The use of laptops and internet became a common practice not only for the teachers but also for the students.

In addition to traditional classroom instruction, the College uses ICT-enabled teaching. The college then 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.

File Description	Documents
Upload any additional information	No File Uploaded
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

38

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

40

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	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	<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

192

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 and university level, Group discussions, unit tests, and assignments are used to evaluate students on a regular basis. Presentation of Seminars, Field Visit / Field Work, and Submission Unit tests are conducted.

The unit tests are given a certain amount of weight. The system of internal assessment is transparent in order to ensure transparency in internal assessment.

Internal Examination Committee conducts the following processes to ensure that internal assessment is transparent and robust.



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

Internal assessment has increased the student's enthusiasm in learning and the number of students attending classes has also increased. It has piqued the kids' curiosity in learning more about it. the studentstake an active role in a variety of co-curricular and extra-curricular activities forpersonality development as a whole

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

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

The internal evaluation is based on University criterion. Faculty members tell students about thecomponents ofassessment proces. 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. 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, assignmentsand 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

are handled by the PU examination department. Students dissatisfied with the university's evaluation through college, may ask for reevaluation, recounting, or disputed evaluation by paying the requisite processing fee to the institution.

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

## 2.6 - Student Performance and Learning Outcomes

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

The college evaluated 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. These are also evaluated by the feedback the university got by the students, the parents, the teachers, the employees and the alumni. Program Outcomes (POs), Program Specific Outcomes (PSOs), and Course Outcomes (COs) are framed by the department offering the concerned programme following extensive consultation with all faculty, in strict line with the objectives of Outcome Based Education (OBE). Website Books on curriculum and regulations Rooms for classes Notice from the Department Boards Meetings of the faculty

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="http://college.sdcollegehsp.net:9090/doc/SA.pdf">http://college.sdcollegehsp.net:9090/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. The institution evaluates the programme outcomes, programme specific outcomes, and course outcomes, which are then presented to students through a formal discussion in the classroom and a departmental notice board. 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. For the achievement of PO, PSO, and CO, the Institute considered feedback from stakeholders. The Students' Progression to Higher Studies and Placement was reviewed by the Placement Committee.

File Description	Documents
Upload any additional information	No File Uploaded
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

194

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	No File Uploaded
Paste link for the annual report	<a href="http://sdcollegehsp.net/doc/ar.pdf">http://sdcollegehsp.net/doc/ar.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)

<http://sdcollegehsp.net/doc/2021/feeb.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)**

1,00000

File Description	Documents
Any additional information	No File Uploaded
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**

09

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	No File Uploaded
Paste link to funding agency website	Nil

### 3.2 - Innovation Ecosystem

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

Being a Predominantly undergraduate institution with two postgraduate Departments (M.com and PGDCA), S.D. College Hoshiarpur appreciates and plays an encouraging role in promoting innovation ecosystem. The institution intends to develop research culture among faculty and among students also. Class rooms are equipped with Over Head Projectors to facilitate the students. The teachers are provided with opportunities to submit innovative research papers. Dignitaries from different institutions are invited to deliver extension lectures and to attend Workshops and seminars. The library is a storehouse of Books and students are encouraged to visit the library and acquire knowledge. Students are given hands on Computer labs and to make the students ICT friendly. Research and Development cell is also an integral part of the activities of S.D. College Hoshiarpur. Keeping in mind the vision and mission of the institution the cell aims at nurturing research culture in the College by promoting research in newly emerging and challenging areas. The research policy of the college aims to create and support a research culture among its staff, students and society, for developing and promoting scientific temper and research aptitudes of all learners and for realizing the vision and missions of the college.

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

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

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

21

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
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	Nil
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

14

File Description	Documents
Any additional information	No File Uploaded
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

08

File Description	Documents
Any additional information	No File Uploaded
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.
- The objective is to make students aware of various policies of the government .
- In this direction, the college has adopted a 'Fadma' Village near by Hoshiarpur.
- The NSS (National Service Scheme) conducts annual camp in these villages for 07 days which helps them to mingle with the village and rural people to understand their lifestyles and needs better.
- 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 and this practice is followed every year.
- The students are also encouraged to participate social

activities in the following activities.

- 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.

These activities enable the students to cultivate the much needed traits like self-confidence, leadership, self-discipline, commitment and devotion, hard work and team work.

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

### 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

10

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

### 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

29



File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
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

1355

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
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

12

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	No File Uploaded
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	No File Uploaded
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.

a) **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

28

Seminar Halls

70/200(Capacity)

2

Computer Labs

Dimensions: 20\*27 ft. for 3 labs, 20\*25 ft. NRC

4

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

Library

Fully Automated Dimensions 60\*35 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, Whattman 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**

85

2.

**Server**

1

3.

**Printers**

6

4.

**Laptops**

2

5.

**Scanners**

2

6.

**MFD's**

2

7.

**Projectors**

9

8.

**CCTV Cameras**

16

9.

**Lamination Machine**

1

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://college.sdcollegehsp.net:9090/infra1.aspx">http://college.sdcollegehsp.net:9090/infra1.aspx</a>

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

**Particular****Area/Size****Year of Establishment****Front Ground****Ground Backside**

275ft\*140ft

96350 sq. ft(410ft\*235ft)

1975

**Badminton Court**

44 feet by 20 feet

1985

**Basket Ball Court**

28.7 by 15.2 meters(100 ft\*60 ft)

1985

Gymnasium

38ft\*40ft

2000

Kabaddi

10 by 13 meters

Volleyball

9m ×18m

Kho-kho 27mx16m

Shot put

2.135 meters

Long Jump

Runway 40 by 1.22 meters, landingpit 2.75 meters by 9 meters

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	Nil

#### 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="http://sdcollegehsp.net/doc/ict.pdf">http://sdcollegehsp.net/doc/ict.pdf</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)

1138954



File Description	Documents
Upload any additional information	No File Uploaded
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="http://lib.sdcollegehsp.net/">http://lib.sdcollegehsp.net/</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)**

32994

File Description	Documents
Any additional information	No File Uploaded
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**

66

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 4 computer labs and one NRC . There are 80 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. The hardware configuration of various PCs available in college are:

Lab

PCs Configuration

No. of PCS

Lab1

CPU-Core2Duo, 1GB RAM, 40Gb HDD

8

Lab1

I5 Processor, 4gb RAM,1 TB HD

12

Lab2

CPU-Core2Duo, 1GB RAM, 40Gb/160 GB HDD

19

Lab2

Server

1

Lab3

I3 processor, 2 GB RAM, 500 GB HDD

14+4(NRC)

In Departments

CORE 2 DUO, 2GB RAM,160 HDD

10

**Laptops**

I3,i5 processor

2

1. 2 MFDs, Photostat Machines, Printers, scanners are available for the staff to use for official purposes.
2. Biometric is installed .
3. 52 Mbps Leased line connections are available to access internet.
4. 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:

1. Microsoft Office 2013/2007/2010
2. Windows 8.1
3. Windows 10
4. Tally(Multi-user)
5. Oracle 9i
6. Windows 11

Some of the up gradationsof IT facilities taken up during 2020-21 are Optical LAN setup, Wi-fi Hotspot setup, Web Cams procurement, printers procurement to enable smooth functioning of online classes

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

**4.3.2 - Number of Computers**

85

File Description	Documents
Upload any additional information	No File Uploaded
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)

2521330

File Description	Documents
Upload any additional information	No File Uploaded
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="http://college.sdcollegehsp.net:9090/doc/Procedures.pdf">http://college.sdcollegehsp.net:9090/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

23

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

75

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/ced.aspx">http://sdcollegehsp.net/ced.aspx</a>
Any additional information	No File Uploaded
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**

871

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

871

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	No File Uploaded
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

20

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded
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

52

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
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

7

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded
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.

1

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

19

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	<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

The college has proposed to get the alumni association registered in the coming session. However, the alumni association is active but not registered. 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.

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

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

File Description	Documents
Upload any additional information	No File Uploaded

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

The institution works for the betterment of the educational level in the society and has its aim to outreach to the last among the least equipped to obtain higher education. The mission of the institution is attuned to make education available for all. Deserving and meritorious students are provided with 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 of 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 a form of Teachers dairy. study materials like PPT/ PDF are shared with students. organizing conferences, seminars, workshops, and guest lectures. Deputation of students and Faculty for conferences, seminars, 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 are-

The advisory committee is primarily entrusted with the task of discussing grave issues and administrative policies. The management

gives 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 that grievances are addressed to in a satisfactory way. Students are guided to share problems within 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/gb/OAI.pdf">http://www.sdcollegehsp.net/gb/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**



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**

24

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**

35

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	No File Uploaded
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. Non-teaching 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 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 statement 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, financial statement duly audited by chartered accountant is provided at the end of every financial year .The report is an intergal part of an audit performed in accordance with Auditing Standards is considering the Internal control over financial reporting and compliance.

We believe that the audit evidence ,we have obtained is 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)**

**NIL**

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Any additional information	No File Uploaded
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

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 2020-2021, all the expenditures are allocated according to the different sections namely, infrastructure and expenditure statement is Rs.7637538.52/-, repair of damaged structure is Rs. 346377.74/-, Covid equipment like distribution of masks and vaccination drive as well is Rs.34460.00/-, Rainwater Harvesting is Rs. 9400.00/-, Books Rs. 22514.00/-, Youth Festival Rs. 5400. 00/-, Sports Rs.9499.00/-, Research and development Rs. 8400.00/-, last but not the least is Misc expenditure is Rs.14437.00/- .therefore, the grand total of resources for use as institutional development is RS. 8,163,626.26/-.

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, 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 properly manage 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
- Regular class tests to monitor the performance of the students.
- Tutorials for the subjects like commerce and economics are conducted to sharpen the skills of the students.
- 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
- Vocational courses in computer application, fashion designing, and office management.
- 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 the 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 programmes, summer, winter and Mid-term vacations, examination and declaration of results are notified in the Academic calendar.

All the newly admitted students have to compulsorily attend the orientation programme, 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 for students. Students are apprised of the Time-Table, Programme structure, 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-

The 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 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)**

**A. All of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="http://www.sdcollegehsp.net/doc/ar.pdf">http://www.sdcollegehsp.net/doc/ar.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

The Women Grievance Redressal Cell and Anti-ragging committee of the college are proactive to provide the students a conducive environment for learning and growth. Besides, the provision of CCTV surveillance cameras, dedicated female security guards, medical dispensary, maternity leaves contribute in the safety, security of female staff and students.

**Activities for gender equity:**

- A two-day glass painting workshop was organized by the Fashion Designing Department from 2/2/2021 to 3/2/2021.
- The Department of Youth Services, Welfare & Cultural Affairs of the college organized an intercollegiate online Poem Recitation Competition and Collage Making Competition to Celebrate International Women's Day on 8/3/2021.
- International Webinar on "Aurat di Sathiti: Kal, Aaj Aate Bhalak" was organized on the eve of International Women's Day organized on 15/3/2021.
- Women Cell and NSS Unit organized a National Webinar on "Gender Equality and Women Empowerment" on 31/3/2021.
- Sanitary pads, anti poly bags, and masks were distributed in the slum areas by Women Cell, NSS Unit, Red Ribbon Club of the college on 7/4/2021.
- Department of Fashion Designing organized a "Workshop on Surface Ornamentations" from 16/4/2021 to 17/4/2021.
- Women Cell and NSS National organized a Webinar on "Menstrual Health & Hygiene Management" on 31/5/2021.

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	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of



degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

### Solid Waste Management

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	No File Uploaded
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**

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

**campus**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

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

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

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

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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

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

**B. Any 3 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	No File Uploaded
Any other relevant information	No File Uploaded

**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 Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen**

**B. Any 3 of the above**

**5.**

**reading**

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	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

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 Day, Birth Anniversaries of Sikh Gurus, Environment Day, Durga Ashtami, 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	No File Uploaded

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, Constitution of India, Essence of Indian Traditional Knowledge, as a small step to inculcate constitutional obligations among the students. Major Initiative during last five years.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<p><a href="#"><u>In Collaboration with the Department of Youth Welfare Panjab University, Chandigarh, The Department of Youth Services, Welfare &amp; Cultural Affairs, Sanatan Dharma College, Hoshiarpur organized an online inter-College Short-Story Writing &amp; Poem Recitation Competition; Department of Computer Applications, S.D. College, Hoshiarpur, in collaboration with IQAC organized an online Powerpoint Competition on the theme Shri Guru Teg Bahadur Ji's Life and Mission; World Hindi Day Celebration; NSS Unit and Red Ribbon Club of the college observed the National Voter's Day in the college campus; Republic Day Celebration; A National Level Seminar was organized by the NSS, Red Ribbon Club, NCC &amp; IQAC on the topic "The Role of Youth in Care for the Elderly People</u></a></p>
Any other relevant information	Nil

**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**      **B. Any 3 of the above**

**4. Annual awareness programmes on Code of Conduct are organized**

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	No File Uploaded
Any other relevant information	No File Uploaded

#### 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 online inter-College Short-Story Writing & Poem Recitation Competition, an online Powerpoint Competition on the theme Shri Guru Teg Bahadur Ji's Life and Mission, an Inter-College Poster-Making Competition on "The Gospels and Poetry of Sri Guru Tegh Bahadur Ji" and a Slogan Writing Competition to commemorate the 400th Birth Anniversary Celebrations of Sri Guru Teg Bahadur Ji, celebration of the Constitution Day, Sri Guru Nanak Dev Ji's 551st Birthday, World Hindi Day, National Youth Day, Lohri, National Voter's Day, poster-making competition on the eve of 'World Leprosy Eradication Day', celebration of 125th Jayanti of Neta Ji Subhash Chandra Bose, celebration of Basant Panchami, an inter-college online Poem Recitation Competition and Collage Making Competition to celebrate International Women's Day, International Webinar on "Aurat di Sathiti: Kal, Aaj Aate Bhalak", a Seminar on World Health Day, celebration of World Tobacco Day, "Poster Making Competition" to celebrate World Environment Day, A National Webinar was organised on "Yoga & Health", an E-Quiz on Blood Donation Awareness.

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	No File Uploaded
Any other relevant information	No File Uploaded

## 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: Life Skills Programmes

With a view to build confidence among the students and staff members, to develop knowledge and core skills among them, involve them in recreational, sporting, cultural and social-service activities, strengthen their personal qualities and skills, and to instil positive behaviour in them, S.D. College, Hoshiarpur has initiated various life skills programmes including webinars, competitions, quiz, workshops, etc. A large number of students and staff members avail benefits of these activities. However, the college has to face certain challenges while undertaking such initiatives.

### Best Practice 2: Environmental Awareness

In order to sensitize the students to the environmental degradation and inspire them to contribute in the cause of saving environment, S.D. College, Hoshiarpur undertakes various initiatives including Havana, rallies against stubble burning, webinars on environment, best out waste competition, poster making competition on the eve of World Environment Day, use of organic manure produced in the college, installation of water-harvesting project, vermi-compost unit, solar energy plant, etc. However, the college has to face various pitfalls to undertake these initiatives.

The details of both the best practices can be availed using the link provided below.

File Description	Documents
Best practices in the Institutional website	<a href="http://www.sdcollegehsp.net/detail2.aspx">http://www.sdcollegehsp.net/detail2.aspx</a>
Any other relevant information	Nil

## 7.3 - Institutional Distinctiveness

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

## Prevention and Protection against COVID

With the objectives of preventing the transmission of COVID-19 and to safeguard our students, faculty, staff and public at large, S.D. College, Hoshiarpur undertakes various activities as a part of its unique initiative "Prevention and Protection against COVID". The journey of this initiative has so far been a quite challenging one as it includes plenty of pitfalls at every step, though we overcome all of them by the dint of our unflagging enthusiasm. Activities like stitching and distribution of face masks, COVID awareness campaigns, COVID Vaccination drives, various webinars related to COVID and its impacts, daily sanitization of college campus, display of COVID appropriate behavioral norms in the campus, no entry without face mask, sanitization and temperature check at the main gate, installation of special Foot Operated Sanitizer Dispensers and hand-wash tanks, promoting "Namaste" instead of a handshake, are focused at prevention and protection against COVID.

Though the college has successfully sensitized its students, faculty, and staff members against COVID, yet educating people for COVID appropriate behavior and vaccination, shortage of vaccines, online teaching, etc. have been among the greatest hurdles on this journey.



## 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 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.

During COVID-19, the college ensured the use of ICT for effective teaching. The teaching was carried out in blended mode. Appropriate and workable knowledge of computer and mobile applications was imparted to the teachers.

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

Due to Covid-19, the college exercised flexibility in academic calendar and modified it according to the revised academic calendar issued by P.U. Chandigarh. As it was not possible to conduct many activities in offline mode, the online mode was used as a preferred mode to conduct activities by various departments.

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

**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	No File Uploaded
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)

11

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

120

File Description	Documents
Any additional information	No File Uploaded
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

- women grievance redressal cell.
- Anti-ragging committee
- 19CCTV surveillance cameras
- lady cops and bouncers
- medical dispensary
- Legal aid club
- displayed the police and women helpline numbers
- Separate room for girls.
- Seminars
- celebration of women's day
- Teej celebration

#### ENVIRONMENT AND SUSTAINABILTY

- The environment and road safety subject is taught to all the under graduate classes in the college.
- Plantation drive.
- Sapling distribution.
- tobacco and polythene free campus.
- LED bulbs
- lighting and ventilation facility.
- Water harvesting plant
- Seminars and competitions
- Solar panel
- green audit every year

**HUMAN VALUES**

- Hawan is performed on every Sankranti.
- visit old age home and orphanage.
- distributionfree sanitary items
- Ramayan path and Shobha yatra

**PROFESSIONAL ETHICS**

- The institution has a library's code of conduct and each department in the college have their own directives.
- Earn while you learn
- Tour and travel committee

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

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

4

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

1.3.3 - Number of students undertaking project work/field work/ internships	
60	
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	
<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni</b>	<b>A. All of the above</b>
File Description	Documents
URL for stakeholder feedback report	<a href="http://www.sdcollegehsp.net/doc/2021/feeb.pdf">http://www.sdcollegehsp.net/doc/2021/feeb.pdf</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>
<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>A. Feedback collected, analyzed and action taken and feedback available on website</b>
File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
URL for feedback report	<b>Nil</b>
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**

650

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**

207

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

All students must participate in Orientation Program. Their acumen is gauged through Class Assignments, Additional Assignments, Quizzes, Class Tests, Projects, Internships, Viva-voce. Teacher-student interactions, Class Committee reports, and Proctorial meetings solve same purpose. Faculty members evaluate students' academic progress. The following are some of the special methods made to assist rather slow learners.

- Organizing Additional Classes
- Remedial and Tutorial Classes.

Organizes help from classmates and senior student

Provides tutorial assignments

- Deliver lectures
- Encouraging them to take classes on developing soft skills.

- Encouraging them to participate in a variety of activities to improve their social skills

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

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

Number of Students	Number of Teachers
650	40

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. The students are given reading practice and their comprehension of the topic is thus ensured.

Course objectives, programme specific objectives and programme outcomes are well defined. A student is thus 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 hone style, apart from inculcating an interest in research activities. Seminar 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 are offered to prepare students for life. NSS Cell and NCC sub-unit help the students to participate, integrate and learn.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

The academic year 2020-2021 was completely affected by Covid-19 pandemic and therefore it was not only the choice but also the compulsion of the teachers to learn, adopt and practice the ICT enabled tools. The use of laptops and internet became a common practice not only for the teachers but also for the students.

In addition to traditional classroom instruction, the College uses ICT-enabled teaching. The college then 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.

File Description	Documents
Upload any additional information	No File Uploaded
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

38

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

40

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	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	<a href="#">View File</a>
<b>2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)</b>	
<b>2.4.3.1 - Total experience of full-time teachers</b>	
192	
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>
<b>2.5 - Evaluation Process and Reforms</b>	
2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.	
<p>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.</p> <p>At the college and university level, Group discussions, unit tests, and assignments are used to evaluate students on a regular basis. Presentation of Seminars, Field Visit / Field Work, and Submission Unit tests are conducted.</p> <p>The unit tests are given a certain amount of weight. The system of internal assessment is transparent in order to ensure transparency in internal assessment.</p>	

Internal Examination Committee conducts the following processes to ensure that internal assessment is transparent and robust.

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

Internal assessment has increased the student's enthusiasm in learning and the number of students attending classes has also increased. It has piqued the kids' curiosity in learning more about it. the studentstake an active role in a variety of co-curricular and extra-curricular activities forpersonality development as a whole

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

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

The internal evaluation is based on University criterion. Faculty members tell students about thecomponents ofassessment proces. 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. 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, assignmentsand 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 are handled by the PU examination department. Students dissatisfied with the university's evaluation through college, may ask for reevaluation, recounting, or disputed evaluation by paying the requisite processing fee to the institution.

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

## 2.6 - Student Performance and Learning Outcomes

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

The college evaluated 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. These are also evaluated by the feedback the university got by the students, the parents, the teachers, the employees and the alumni. Program Outcomes (POs), Program Specific Outcomes (PSOs), and Course Outcomes (COs) are framed by the department offering the concerned programme following extensive consultation with all faculty, in strict line with the objectives of Outcome Based Education (OBE). Website Books on curriculum and regulations Rooms for classes Notice from the Department Boards Meetings of the faculty

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="http://college.sdcollegehsp.net:9090/doc/SA.pdf">http://college.sdcollegehsp.net:9090/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. The institution evaluates the programme outcomes, programme specific outcomes, and course outcomes, which are then presented to students through a formal discussion in the classroom and a departmental notice board. 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. For the achievement of PO, PSO, and CO, the Institute considered feedback from stakeholders. The Students' Progression to Higher Studies and Placement was reviewed by the Placement Committee.

File Description	Documents
Upload any additional information	No File Uploaded
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

194

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	No File Uploaded
Paste link for the annual report	<a href="http://sdcollegehsp.net/doc/ar.pdf">http://sdcollegehsp.net/doc/ar.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)**

<http://sdcollegehsp.net/doc/2021/feeb.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)**

1,00000

File Description	Documents
Any additional information	No File Uploaded
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

09

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	No File Uploaded
Paste link to funding agency website	Nil

### 3.2 - Innovation Ecosystem

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

Being a Predominantly undergraduate institution with two postgraduate Departments (M.com and PGDCA), S.D. College Hoshiarpur appreciates and plays an encouraging role in promoting innovation ecosystem. The institution intends to develop research culture among faculty and among students also. Class rooms are equipped with Over Head Projectors to facilitate the students. The teachers are provided with opportunities to submit innovative research papers. Dignitaries from different institutions are invited to deliver extension lectures and to attend Workshops and seminars. The library is a storehouse of Books and students are encouraged to visit the library and acquire knowledge. Students are given hands on Computer labs and to make the students ICT friendly. Research and Development cell is also an integral part of the activities of S.D. College Hoshiarpur. Keeping in mind the vision and mission of the institution the cell aims at nurturing research culture in the College by promoting research in newly emerging and challenging areas. The research policy of



the college aims to create and support a research culture among its staff , students and society , for developing and promoting scientific temper and research aptitudes of all learners and for realizing the vision and missions of the college.

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

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

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

21

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
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	<b>Nil</b>
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

**14**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
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

**08**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
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.
- The objective is to make students aware of various policies of the government .
- In this direction, the college has adopted a 'Fadma' Village near by Hoshiarpur.
- The NSS (National Service Scheme) conducts annual camp in these villages for 07 days which helps them to mingle with the village and rural people to understand their lifestyles and needs better.
- 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 and this practice is followed every year.
- The students are also encouraged to participate social activities in the following activities.
- 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.

These activities enable the students to cultivate the much needed traits like self-confidence, leadership, self-discipline, commitment and devotion, hard work and team work.

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

### 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

10

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

**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**

29

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
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**

1355

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

<b>3.5 - Collaboration</b>	
<b>3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year</b>	
<b>3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year</b>	
12	
<b>File Description</b>	<b>Documents</b>
e-copies of related Document	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>
<b>3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year</b>	
<b>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</b>	
03	
<b>File Description</b>	<b>Documents</b>
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>
<b>INFRASTRUCTURE AND LEARNING RESOURCES</b>	
<b>4.1 - Physical Facilities</b>	
4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.	
a) 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

28

Seminar Halls

70/200(Capacity)

2

Computer Labs

Dimensions: 20\*27 ft. for 3 labs, 20\*25 ft. NRC

4

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

Library

Fully Automated Dimensions 60\*35 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

85

2.

Server

1

3.

Printers

6

4.

Laptops



2

5.

**Scanners**

2

6.

**MFD' s**

2

7.

**Projectors**

9

8.

**CCTV Cameras**

16

9.

**Lamination Machine**

1

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://college.sdcollegehsp.net:9090/infra1.aspx">http://college.sdcollegehsp.net:9090/infra1.aspx</a>

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

**Particular**

Area/Size

Year of Establishment

Front Ground

Ground Backside

275ft\*140ft

96350 sq. ft(410ft\*235ft)

1975

Badminton Court

44 feet by 20 feet

1985

Basket Ball Court

28.7 by 15.2 meters(100 ft\*60 ft)

1985

Gymnasium

38ft\*40ft

2000

Kabaddi

10 by 13 meters

Volleyball

9m ×18m

Kho-kho 27mx16m

Shot put

2.135 meters

Long Jump

Runway 40 by 1.22 meters, landingpit 2.75 meters by 9 meters

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	Nil

**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="http://sdcollegehsp.net/doc/ict.pdf">http://sdcollegehsp.net/doc/ict.pdf</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)**

1138954

File Description	Documents
Upload any additional information	No File Uploaded
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="http://lib.sdcollegehsp.net/">http://lib.sdcollegehsp.net/</a>

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

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

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)**

**32994**

File Description	Documents
Any additional information	No File Uploaded
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

66

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 4 computer labs and one NRC . There are 80 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. The hardware configuration of various PCs available in college are:

Lab

PCs Configuration

No. of PCS

Lab1

CPU-Core2Duo, 1GB RAM, 40Gb HDD

8

Lab1

I5 Processor, 4gb RAM,1 TB HD

12

Lab2

CPU-Core2Duo, 1GB RAM, 40Gb/160 GB HDD

19

Lab2

Server

1

Lab3

I3 processor, 2 GB RAM, 500 GB HDD

14+4(NRC)

In Departments

CORE 2 DUO, 2GB RAM,160 HDD

10

Laptops

I3,i5 processor

2

1. 2 MFDs, Photostat Machines, Printers, scanners are available for the staff to use for official purposes.
2. Biometric is installed .
3. 52 Mbps Leased line connections are available to access internet.
4. 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:

1. Microsoft Office 2013/2007/2010
2. Windows 8.1
3. Windows 10
4. Tally(Multi-user)
5. Oracle 9i
6. Windows 11

Some of the up gradationsof IT facilities taken up during 2020-21 are Optical LAN setup, Wi-fi Hotspot setup, Web Cams procurement, printers procurement to enable smooth functioning of online classes

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

#### 4.3.2 - Number of Computers

85

File Description	Documents
Upload any additional information	No File Uploaded
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)

2521330

File Description	Documents
Upload any additional information	No File Uploaded
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="http://college.sdcollegehsp.net:9090/doc/Procedures.pdf">http://college.sdcollegehsp.net:9090/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

23

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

75

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/ced.aspx">http://sdcollegehsp.net/ced.aspx</a>
Any additional information	No File Uploaded
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**

871

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

871

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	No File Uploaded
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**

20	
File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	<a href="#">View File</a>
<b>5.2.2 - Number of students progressing to higher education during the year</b>	
<b>5.2.2.1 - Number of outgoing student progression to higher education</b>	
52	
File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>
<b>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)</b>	
<b>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</b>	
7	
File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>
<b>5.3 - Student Participation and Activities</b>	

**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.**

1

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

19

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<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

The college has proposed to get the alumni association registered in the coming session. However, the alumni association is active but not registered. 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.

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

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

E. &lt;1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

**GOVERNANCE, LEADERSHIP AND MANAGEMENT****6.1 - Institutional Vision and Leadership**

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

The institution works for the betterment of the educational level in the society and has its aim to outreach to the last among the least equipped to obtain higher education. The mission of the institution is attuned to make education available for all. Deserving and meritorious students are provided with 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 of 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.voc courses 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 a form of Teachers dairy. study materials like PPT/ PDF are shared with students. organizing conferences, seminars, workshops, and guest lectures. Deputation of students and Faculty for conferences, seminars, 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 are-

The advisory committee is primarily entrusted with the task of discussing grave issues and administrative policies. The management gives 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 that grievances are addressed to in a satisfactory way. Students are guided to share problems within the campus on all fronts with the committee.

The purpose of the women's grievance cell isto give female staff and students a platform. The senior staff ensures that grievances are addressed at that very moment.

The college hasa 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/gb/OAI.pdf">http://www.sdcollegehsp.net/gb/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

22

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

24

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

35

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	No File Uploaded
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. Non-teaching 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 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 statement 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, financial statement duly audited by 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 is considering the Internal control over financial reporting and compliance.

We believe that the audit evidence, we have obtained is 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)

**NIL**

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Any additional information	No File Uploaded
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

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 2020-2021, all the expenditures are allocated according to the different sections namely, infrastructure and expenditure statement is Rs.7637538.52/-, repair of damaged structure is Rs. 346377.74/-, Covid equipment like distribution of masks and vaccination drive as well is Rs.34460.00/-, Rainwater Harvesting is Rs. 9400.00/-, Books Rs. 22514.00/-, Youth Festival Rs. 5400. 00/-, Sports Rs.9499.00/-, Research and development Rs. 8400.00/-, last but not the least is Misc expenditure is Rs.14437.00/- .therefore, the grand total of resources for use as institutional development is RS. 8,163,626.26/-.

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, 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 properly manage 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

- Regular class tests to monitor the performance of the students.
- Tutorials for the subjects like commerce and economics are conducted to sharpen the skills of the students.
- 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
- Vocational courses in computer application, fashion designing, and office management.
- 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 the 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 programmes, summer, winter and Mid-term vacations, examination and declaration of results are notified in the Academic calendar.

All the newly admitted students have to compulsorily attend the orientation programme, 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 for students. students are apprised of the Time-Table, Programme structure ,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-

The 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 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)**

**A. All of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="http://www.sdcollegehsp.net/doc/ar.pdf">http://www.sdcollegehsp.net/doc/ar.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

The Women Grievance Redressal Cell and Anti-ragging committee of the college are proactive to provide the students a conducive environment for learning and growth. Besides, the provision of CCTV surveillance cameras, dedicated female security guards, medical dispensary, maternity leaves contribute in the safety, security of female staff and students.

#### Activities for gender equity:

- A two-day glass painting workshop was organized by the Fashion Designing Department from 2/2/2021 to 3/2/2021.
- The Department of Youth Services, Welfare & Cultural Affairs of the college organized an intercollegiate online Poem Recitation Competition and Collage Making Competition to Celebrate International Women's Day on 8/3/2021.
- International Webinar on "Aurat di Sathiti: Kal, Aaj Aate Bhalak" was organized on the eve of International Women's Day organized on 15/3/2021.
- Women Cell and NSS Unit organized a National Webinar on "Gender Equality and Women Empowerment" on 31/3/2021.
- Sanitary pads, anti poly bags, and masks were distributed in the slum areas by Women Cell, NSS Unit, Red Ribbon Club of the college on 7/4/2021.
- Department of Fashion Designing organized a "Workshop on Surface Ornamentations" from 16/4/2021 to 17/4/2021.
- Women Cell and NSS National organized a Webinar on "Menstrual Health & Hygiene Management" on 31/5/2021.

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	<b>No File Uploaded</b>

**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	No File Uploaded
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	No File Uploaded

**7.1.5 - Green campus initiatives include**

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

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

A. Any 4 or All of the above

**5. Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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

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

**B. Any 3 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	No File Uploaded
Any other relevant information	No File Uploaded

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

**B. Any 3 of the above**

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

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

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 Day, Birth Anniversaries of Sikh Gurus, Environment Day, Durga Ashtami, 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	No File Uploaded

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, Constitution of India, Essence of Indian Traditional Knowledge, as a small step to inculcate constitutional obligations among the students. Major Initiative during last five years.



File Description	Documents
<p>Details of activities that inculcate values; necessary to render students in to responsible citizens</p>	<p><a href="#"><u>In Collaboration with the Department of Youth Welfare Panjab University, Chandigarh, The Department of Youth Services, Welfare &amp; Cultural Affairs, Sanatan Dharma College, Hoshiarpur organized an online inter-College Short-Story Writing &amp; Poem Recitation Competition; Department of Computer Applications, S.D. College, Hoshiarpur, in collaboration with IQAC organized an online Powerpoint Competition on the theme Shri Guru Teg Bahadur Ji's Life and Mission; World Hindi Day Celebration; NSS Unit and Red Ribbon Club of the college observed the National Voter's Day in the college campus; Republic Day Celebration; A National Level Seminar was organized by the NSS, Red Ribbon Club, NCC &amp; IQAC on the topic "The Role of Youth in Care for the Elderly People</u></a></p>
<p>Any other relevant information</p>	<p>Nil</p>
<p><b>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></p>	<p><b>B. Any 3 of the above</b></p>

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	No File Uploaded
Any other relevant information	No File Uploaded

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 online inter-College Short-Story Writing & Poem Recitation Competition, an online Powerpoint Competition on the theme Shri Guru Teg Bahadur Ji's Life and Mission, an Inter-College Poster-Making Competition on "The Gospels and Poetry of Sri Guru Tegh Bahadur Ji" and a Slogan Writing Competition to commemorate the 400th Birth Anniversary Celebrations of Sri Guru Teg Bahadur Ji, celebration of the Constitution Day, Sri Guru Nanak Dev Ji's 551st Birthday, World Hindi Day, National Youth Day, Lohri, National Voter's Day, poster-making competition on the eve of 'World Leprosy Eradication Day', celebration of 125th Jayanti of Neta Ji Subhash Chandra Bose, celebration of Basant Panchami, an inter-college online Poem Recitation Competition and Collage Making Competition to celebrate International Women's Day, International Webinar on "Aurat di Sathiti: Kal, Aaj Aate Bhalak", a Seminar on World Health Day, celebration of World Tobacco Day, "Poster Making Competition" to celebrate World Environment Day, A National Webinar was organised on "Yoga & Health", an E-Quiz on Blood Donation Awareness.

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	No File Uploaded
Any other relevant information	No File Uploaded

## 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: Life Skills Programmes

With a view to build confidence among the students and staff members, to develop knowledge and core skills among them, involve them in recreational, sporting, cultural and social-service activities, strengthen their personal qualities and skills, and to instil positive behaviour in them, S.D. College, Hoshiarpur has initiated various life skills programmes including webinars, competitions, quiz, workshops, etc. A large number of students and staff members avail benefits of these activities. However, the college has to face certain challenges while undertaking such initiatives.

### Best Practice 2: Environmental Awareness

In order to sensitize the students to the environmental degradation and inspire them to contribute in the cause of saving environment, S.D. College, Hoshiarpur undertakes various initiatives including Havana, rallies against stubble burning, webinars on environment, best out waste competition, poster making competition on the eve of World Environment Day, use of organic manure produced in the college, installation of water-harvesting project, vermi-compost unit, solar energy plant, etc. However, the college has to face various pitfalls to undertake these initiatives.

The details of both the best practices can be availed using the link provided below.

File Description	Documents
Best practices in the Institutional website	<a href="http://www.sdcollegehsp.net/detail2.aspx">http://www.sdcollegehsp.net/detail2.aspx</a>
Any other relevant information	Nil

### 7.3 - Institutional Distinctiveness

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

#### Prevention and Protection against COVID

With the objectives of preventing the transmission of COVID-19 and to safeguard our students, faculty, staff and public at large, S.D. College, Hoshiarpur undertakes various activities as a part of its unique initiative "Prevention and Protection against COVID". The journey of this initiative has so far been a quite challenging one as it includes plenty of pitfalls at every step, though we overcome all of them by the dint of our unflagging enthusiasm. Activities like stitching and distribution of face masks, COVID awareness campaigns, COVID Vaccination drives, various webinars related to COVID and its impacts, daily sanitization of college campus, display of COVID appropriate behavioral norms in the campus, no entry without face mask, sanitization and temperature check at the main gate, installation of special Foot Operated Sanitizer Dispensers and hand-wash tanks, promoting "Namaste" instead of a handshake, are focused at prevention and protection against COVID.

Though the college has successfully sensitized its students, faculty, and staff members against COVID, yet educating people for COVID appropriate behavior and vaccination, shortage of vaccines, online teaching, etc. have been among the greatest hurdles on this journey.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
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 o 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 even during COVID.
- 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.