



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution

**G.H.G. HARPARKASH COLLEGE OF
EDUCATION FOR WOMEN, SIDHWAN
KHURD**

- Name of the Head of the institution **Dr. Amandeep Kaur**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**

- Alternate phone No. **01624234941**
- Mobile No: **6239997177**
- Registered e-mail ID (Principal) **ghgh_sidhwankhurd@yahoo.co.in**
- Alternate Email ID **dramandeep24@gmail.com**
- Address **V.P.O.- Sidhwan Khurd, Tehsil-
Jagraon**
- City/Town **Ludhiana**
- State/UT **Punjab**
- Pin Code **142024**

2.Institutional status

- Teacher Education/ Special Education/Physical Education: **Teacher Education**

- Type of Institution **Women**

- Location **Rural**
- Financial Status **UGC 2f and 12(B)**
- Name of the Affiliating University **Panjab University, Chandigarh**
- Name of the IQAC Co-ordinator/Director **Dr. Kiran Duggal**
- Phone No. **01624234941**
- Alternate phone No.(IQAC) **01624234941**
- Mobile (IQAC) **9876604726**
- IQAC e-mail address **ghgh_sidhwankhurd@yahoo.co.in**
- Alternate e-mail address (IQAC) **dramandeep24@gmail.com**

3.Website address

- Web-link of the AQAR: (Previous Academic Year) [https://www.sidhwankhurdeducation.com](https://www.sidhwankhurdeducation.com/sites/default/files/aqar_files/AQAR%202021-22_0.pdf)

4.Whether Academic Calendar prepared during the year?

- if yes, whether it is uploaded in the Institutional website Web link: **Yes**
https://www.sidhwankhurdeducation.com/sites/default/files/aqar_files/College%20Calander.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A	86.40	2003	29/04/2003	28/04/2008
Cycle 2	A	3.38	2017	30/10/2017	29/10/2022

6.Date of Establishment of IQAC **26/05/2009**

7.Provide the list of funds by Central/ State Government-UGC/ICSSR/ IUCTE/CSIR/DST/DBT/CPE of UGC/PMMMNTT etc.

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
GHG Harparkash College of Education for Women, Sidhwan Khurd	Seminar Sponsorship Scheme	College Development Council	01/12/2023	30000

8. Whether composition of IQAC as per latest NAAC guidelines **Yes**

- Upload latest notification of formation of IQAC [View File](#)

9.No. of IQAC meetings held during the year **3**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- (Please upload, minutes of meetings and action taken report) [View File](#)

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

- If yes, mention the amount **30000**

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

---- IQAC organized Panjab University Intercollege Skill in teaching and teaching aid preparation competition on and CDC sponsored national seminar on the theme "'Paradigm shift in learning content and experiences for futuristic education" on 23-2-2023. ---- For Skill Development various workshops and courses were organized for students such as e-content development workshop, value added courses, community course, capacity building and skill development workshop, one month community course , extension lectures on stress management, positive thinking, yoga for fit life, and personality

development programme. ---- Participation in Eco friendly activities was assured through tree plantation drive in surrounding villages, green audit, seminar on "Save Mother Earth" , participation in flower show at PAU, Ludhiana. ----College bagged second runners up trophy in Zonal Youth and Heritage held at Sant Darbara Singh College of Education for Women, Lopon from 31-10-2022 to 2-11-2022. -----Celebration of religious and cultural days, National and international days and festivals for the connecting the students with Indian Knowledge System , traditions and values.

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 (web link may be provided).

Plan of Action	Achievements/Outcomes
1.To develop new strategies for Admission in B.Ed, M.Ed & PGDGC	<ul style="list-style-type: none"> Admission campaign was carried out by sharing E-copies and by displaying hard copies in the neighboring districts and states.
2. To Prepare Strategic Plan for the session 22-23.	<ul style="list-style-type: none"> Strategic Plan for the session 22-23 was prepared and uploaded on the website.
3. To develop e-content for students.	<ul style="list-style-type: none"> e-content was developed by the faculty for giving coaching of B.Ed Entrance Test
4. To use innovative methods of teaching	<ul style="list-style-type: none"> Teachers used Innovative methods like discussion, flipped classroom, dialogue and collaborativemethods were used.
5. To strengthen the quality of research culture through workshops, seminars and guest lectures	<ul style="list-style-type: none"> Two staff members attended research workshop for P.hD Supervisors organised by Dept of Edu, Panjab University, Chandigarh.
6. To enhance access of library in physical mode.	<ul style="list-style-type: none"> 200 text books were purchased besides annual journals, magazines and newspapers.
9. To organize Alumni Meet.	<ul style="list-style-type: none"> An Alumni Meet was organized by the college on 29th March 2023.

<p>10. To organize Workshops on Capacity building, SWOT analysis and Employability Skills.</p>	<ul style="list-style-type: none"> • SWOT Analysis Workshop was organized on 13th March, 2023 for the students of semester IV so the next will be done in the coming session. • Two days Workshop on Capacity building was organized from 5th- 6th April. • Employability Skills were demonstrated during the value added courses on "Communication skills" and "Digital Literacy" held on 14th-25th March 2023.
<p>12. MoU for e-waste Management</p>	<ul style="list-style-type: none"> • MoU for e-waste Management is under process of inviting quotations for final decision.
<p>13. To organize NSS Camp.</p>	<ul style="list-style-type: none"> • NSS Camp was organized from 25th-31st March,2023.
<p>14 To conduct Value Added Courses</p>	<ul style="list-style-type: none"> • Six value added courses were conducted in two phases. Value added courses on open educational resources, career counselling skills, Self management and ICT tools in teaching and learning from 16th Dec,2022 to 30th Dec,2022 as well as Two Value Added Courses on Digital Literacy and Communication Skills were successfully accomplished from 14th -25th March, 2023.
<p>15 To enhance the quality of Entry Level Testing</p>	<ul style="list-style-type: none"> • To enhance the quality of Entry Level Testing a new test was prepared including the domains of IT Skills, Communication Skills, Life Skills and Mental Ability.
<p>16. To Conduct Community Outreach Programme (Book Exhibition)</p>	<ul style="list-style-type: none"> • To Conduct Community Outreach Programme (Book Exhibition)
<p>17. To Conduct In-House Seminars</p>	<ul style="list-style-type: none"> • In-house Seminar was conducted on 6th March, 2023 on Teacher

	Eligibility Test; Structure, Syllabus, Tips and tricks to crack PSTET/CTET.
18. To organize National Seminar	<ul style="list-style-type: none"> • CDC sponsored National Seminar was organized on the theme "Paradigm Shift in Teaching Content and Experiences for Futuristic Education" on 23rd Feb, 2023.
19. To Conduct Workshop on Skill Enhancement for students	<ul style="list-style-type: none"> • Workshop on SWOT Analysis was successfully conducted for B.Ed Sem-IV, M.Ed Sem-IV and PGDGC Sem-II students on 13th March, 2023.
20. To organize Annual Sports' Meet	<ul style="list-style-type: none"> • 63rd Annual Sports' Meet of Sidhwan Institutions was held jointly on 9th Feb, 2023
21. To collect feedback from students, teachers and other stakeholders.	<ul style="list-style-type: none"> • Feedback was collected from students, teachers and other stakeholders and analyzed in light of AQAR parameters.
22. To organize In-House Workshop/Training Program for Non- teaching staff	<ul style="list-style-type: none"> • In-House Workshop/Training Program on communication skills was organized for Non- teaching staff on 17th March, 2023.
23 To Plan and organize Student Induction Programme	<ul style="list-style-type: none"> • Student Induction Programme for the B.Ed students was conducted in the college from 11th -16th September, 2023.
24. To conduct Entry level testing of new entrants.	<ul style="list-style-type: none"> • Entry level testing of new entrants was conducted on 12th September, 2023.
25. To conduct demonstration lesson for B.Ed students.	<ul style="list-style-type: none"> • Demonstration lessons for B.Ed Sem-III were conducted in the college on 26th July & 27th July, 2023.
26. To plan remedial teaching for B.Ed-Semester-II students.	<ul style="list-style-type: none"> • Remedial teaching for B.Ed-II Sem students were conducted from 15th May to 26th May, 2023..

27. To conduct Pre Practice teaching workshop.	• Pre- Practice teaching workshop was conducted from 17th to 25th August, 2023.
28 To conduct Internal seminar on Research Proposal.	• Internal seminar on Research proposal was conducted on 1st Sept, 2023.
29. Visit to schools for establishing linkages.	• Faculty members visited schools for establishing linkages from 24th to 29th August, 2023.
30. To conduct orientation on the usage of Library.	• Library orientation session was conducted on 11th Sept, 2023.
32. To participate in Punjab university zonal youth and heritage festival in the session 2022-23.	.College bagged second runners up trophy in Zonal Youth and Heritage held at Sant Darbara Singh College of Education for Women, Lopon from 31-10-2022 to 2-11-2022.
33 To conduct intercollege competitions .	. College organized Punjab university Zonal skill -in teaching and teaching aid preparation competition 28-4-2023

13. Whether the AQAR was placed before statutory body? No

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	G.H.G. HARPARKASH COLLEGE OF EDUCATION FOR WOMEN, SIDHWAN KHURD
• Name of the Head of the institution	Dr. Amandeep Kaur
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Alternate phone No.	01624234941
• Mobile No:	6239997177
• Registered e-mail ID (Principal)	ghgh_sidhwankhurd@yahoo.co.in
• Alternate Email ID	dramandeep24@gmail.com
• Address	V.P.O.- Sidhwan Khurd, Tehsil-Jagraon
• City/Town	Ludhiana
• State/UT	Punjab
• Pin Code	142024
2.Institutional status	
• Teacher Education/ Special Education/Physical Education:	Teacher Education
• Type of Institution	Women
• Location	Rural
• Financial Status	UGC 2f and 12(B)

• Name of the Affiliating University	Panjab University, Chandigarh				
• Name of the IQAC Co-ordinator/Director	Dr. Kiran Duggal				
• Phone No.	01624234941				
• Alternate phone No.(IQAC)	01624234941				
• Mobile (IQAC)	9876604726				
• IQAC e-mail address	ghgh_sidhwankhurd@yahoo.co.in				
• Alternate e-mail address (IQAC)	dramandeep24@gmail.com				
3.Website address	https://www.sidhwankhurdeducation.com				
• Web-link of the AQAR: (Previous Academic Year)	https://www.sidhwankhurdeducation.com/sites/default/files/aqar_files/AQAR%202021-22_0.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.sidhwankhurdeducation.com/sites/default/files/aqar_files/College%20Calander.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A	86.40	2003	29/04/2003	28/04/2008
Cycle 2	A	3.38	2017	30/10/2017	29/10/2022
6.Date of Establishment of IQAC			26/05/2009		
7.Provide the list of funds by Central/ State Government-UGC/ICSSR/ IUCTE/CSIR/DST/DBT/CPE of UGC/PMMMNTT etc.					

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
GHG Harparkash College of Education for Women, Sidhwan Khurd	Seminar Sponsorship Scheme	College Development Council	01/12/2023	30000
8. Whether composition of IQAC as per latest NAAC guidelines			Yes	
<ul style="list-style-type: none"> Upload latest notification of formation of IQAC 			View File	
9. No. of IQAC meetings held during the year			3	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 			Yes	
<ul style="list-style-type: none"> (Please upload, minutes of meetings and action taken report) 			View File	
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?			Yes	
<ul style="list-style-type: none"> If yes, mention the amount 			30000	
11. Significant contributions made by IQAC during the current year (maximum five bullets)				
<p>---- IQAC organized Panjab University Intercollege Skill in teaching and teaching aid preparation competition on and CDC sponsored national seminar on the theme "'Paradigm shift in learning content and experiences for futuristic education" on 23-2-2023. ---- For Skill Development various workshops and courses were organized for students such as e-content development workshop, value added courses, community course, capacity building and skill development workshop, one month community</p>				

course , extension lectures on stress management, positive thinking, yoga for fit life, and personality development programme. ---- Participation in Eco friendly activities was assured through tree plantation drive in surrounding villages, green audit, seminar on "Save Mother Earth" , participation in flower show at PAU, Ludhiana. ----College bagged second runners up trophy in Zonal Youth and Heritage held at Sant Darbara Singh College of Education for Women, Lopon from 31-10-2022 to 2-11-2022. -----Celebration of religious and cultural days, National and international days and festivals for the connecting the students with Indian Knowledge System , traditions and values.

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 (web link may be provided).

Plan of Action	Achievements/Outcomes
1.To develop new strategies for Admission in B.Ed, M.Ed & PGDGC	<ul style="list-style-type: none"> Admission campaign was carried out by sharing E-copies and by displaying hard copies in the neighboring districts and states.
2. To Prepare Strategic Plan for the session 22-23.	<ul style="list-style-type: none"> Strategic Plan for the session 22-23 was prepared and uploaded on the website.
3. To develop e-content for students.	<ul style="list-style-type: none"> e-content was developed by the faculty for giving coaching of B.Ed Entrance Test
4. To use innovative methods of teaching	<ul style="list-style-type: none"> Teachers used Innovative methods like discussion, flipped classroom, dialogue and collaborativemethods were used.
5. To strengthen the quality of research culture through workshops, seminars and guest lectures	<ul style="list-style-type: none"> Two staff members attended research workshop for P.hD Supervisors organised by Dept of Edu, Panjab University, Chandigarh.
6. To enhance access of library in physical mode.	<ul style="list-style-type: none"> 200 text books were purchased besides annual journals, magazines and newspapers.
9. To organize Alumni Meet.	<ul style="list-style-type: none"> An Alumni Meet was organized

	by the college on 29th March 2023.
10. To organize Workshops on Capacity building, SWOT analysis and Employability Skills.	<ul style="list-style-type: none"> • SWOT Analysis Workshop was organized on 13th March, 2023 for the students of semester IV so the next will be done in the coming session. • Two days Workshop on Capacity building was organized from 5th- 6th April. • Employability Skills were demonstrated during the value added courses on "Communication skills" and "Digital Literacy" held on 14th-25th March 2023.
12. MoU for e-waste Management	<ul style="list-style-type: none"> • MoU for e-waste Management is under process of inviting quotations for final decision.
13. To organize NSS Camp.	<ul style="list-style-type: none"> • NSS Camp was organized from 25th-31st March,2023.
14 To conduct Value Added Courses	<ul style="list-style-type: none"> • Six value added courses were conducted in two phases. Value added courses on open educational resources, career counselling skills, Self management and ICT tools in teaching and learning from 16th Dec,2022 to 30th Dec,2022 as well as Two Value Added Courses on Digital Literacy and Communication Skills were successfully accomplished from 14th -25th March, 2023.
15 To enhance the quality of Entry Level Testing	<ul style="list-style-type: none"> • To enhance the quality of Entry Level Testing a new test was prepared including the domains of IT Skills, Communication Skills, Life Skills and Mental Ability.
16. To Conduct Community Outreach Programme (Book Exhibition)	<ul style="list-style-type: none"> • To Conduct Community Outreach Programme (Book Exhibition)

<p>17. To Conduct In-House Seminars</p>	<ul style="list-style-type: none"> • In-house Seminar was conducted on 6th March, 2023 on Teacher Eligibility Test; Structure, Syllabus, Tips and tricks to crack PSTET/CTET.
<p>18. To organize National Seminar</p>	<ul style="list-style-type: none"> • CDC sponsored National Seminar was organized on the theme "Paradigm Shift in Teaching Content and Experiences for Futuristic Education" on 23rd Feb, 2023.
<p>19. To Conduct Workshop on Skill Enhancement for students</p>	<ul style="list-style-type: none"> • Workshop on SWOT Analysis was successfully conducted for B.Ed Sem-IV, M.Ed Sem-IV and PGDGC Sem-II students on 13th March, 2023.
<p>20. To organize Annual Sports' Meet</p>	<ul style="list-style-type: none"> • 63rd Annual Sports' Meet of Sidhwan Institutions was held jointly on 9th Feb, 2023
<p>21. To collect feedback from students, teachers and other stakeholders.</p>	<ul style="list-style-type: none"> • Feedback was collected from students, teachers and other stakeholders and analyzed in light of AQAR parameters.
<p>22. To organize In-House Workshop/Training Program for Non- teaching staff</p>	<ul style="list-style-type: none"> • In-House Workshop/Training Program on communication skills was organized for Non- teaching staff on 17th March, 2023.
<p>23 To Plan and organize Student Induction Programme</p>	<ul style="list-style-type: none"> • Student Induction Programme for the B.Ed students was conducted in the college from 11th -16th September, 2023.
<p>24. To conduct Entry level testing of new entrants.</p>	<ul style="list-style-type: none"> • Entry level testing of new entrants was conducted on 12th September, 2023.
<p>25. To conduct demonstration lesson for B.Ed students.</p>	<ul style="list-style-type: none"> • Demonstration lessons for B.Ed Sem-III were conducted in the college on 26th July & 27th July, 2023.
<p>26. To plan remedial teaching for B.Ed-Semester-II students.</p>	<ul style="list-style-type: none"> • Remedial teaching for B.Ed-II Sem students were conducted

	from 15th May to 26th May, 2023..
27. To conduct Pre Practice teaching workshop.	• Pre- Practice teaching workshop was conducted from 17th to 25th August, 2023.
28 To conduct Internal seminar on Research Proposal.	• Internal seminar on Research proposal was conducted on 1st Sept, 2023.
29. Visit to schools for establishing linkages.	• Faculty members visited schools for establishing linkages from 24th to 29th August, 2023.
30. To conduct orientation on the usage of Library.	• Library orientation session was conducted on 11th Sept, 2023.
32. To participate in Punjab university zonal youth and heritage festival in the session 2022-23.	.College bagged second runners up trophy in Zonal Youth and Heritage held at Sant Darbara Singh College of Education for Women, Lopon from 31-10-2022 to 2-11-2022.
33 To conduct intercollege competitions .	. College organized Punjab university Zonal skill -in teaching and teaching aid preparation competition 28-4-2023
13.Whether the AQAR was placed before statutory body?	No
• Name of the statutory body	
Name of the statutory body	Date of meeting(s)
Nil	Nil
14.Whether institutional data submitted to AISHE	
Year	Date of Submission
2022-23	06/01/2023

15. Multidisciplinary / interdisciplinary

In the light of NEP 2020, the management of our college visualizes the merger of our college with sister concern degree college in the same campus as per UGC guidelines. The Institutional approach towards the integration of humanities and science with STEM is already in the pipeline. B.Ed., M.Ed., PGDGC programmes, and their curricula, pedagogies, practical and sessional work as provided by Panjab University, Chandigarh is already streamlined. 13-14 pedagogies target in the B.Ed. programme is already exposing the UG and PG students with multiple disciplines. The integration of Internships in all classes gives exposure for the same. Students are exposed to technological innovations in education for teaching, learning and evaluation. The institution is also offering value added courses in

in Digital literacy, communication skills, self management, Open Education ICT tools for teaching and learning and Career Counselling skills. One more course in Embroidery & Stitching and Interior Designing is also offered. It offers opportunities and skills to develop students as entrepreneurs.

B.Ed. students are also sent to field for surveys of multidisciplinary nature. Internships. M.Ed. students are already being involved in the multidisciplinary projects as a compulsory part of their research work. Environmental & sustainable development initiatives are regularly taken up. PGDGC students are also engaged in Qualitative research through case study method.

16. Academic bank of credits (ABC):

The ABC regulations intend to allow students to earn credits from various HEIs registered under this scheme by various online and offline courses. Affiliating University will implement NEP w.e.f. next session. The ABC will be an active aspect of academics then. We are making registration of our students on UGC portal for ABC, so that they can have an account to accumulate their credits.

The student can earn up to 50 % credits from outside the college/university where she/he is enrolled for the

degree/diploma program. Academic Bank of Credits facilitates deposition of credits awarded by Registered Higher Education Institutions, for courses pursued therein, in the Academic Bank Account of the student and the validity of such credits shall be as per norms and guidelines issued by the University/UGC.

However, under the new National Education Policy 2020, our college will take necessary initiatives under ABC guidelines as per norms and guidelines issued by the University. Our college students have been registered with the National Academic Depository UGC and we are in the process of initializing the Digi locker that will enable credit transfer and facilitate awarding of joint degrees.

Some of the initiatives taken in this direction are given below:

The academic curriculum is designed by the Education department for different courses offered by the Education colleges of Punjab university, Chandigarh and faculty members have been involved in the preparation of course content as a subject expert in the committee of courses constituted by the department. Within the approved curricular framework of the university, faculty members use different curricular and pedagogical tools and approaches for teaching-learning activities. College is also giving opportunity to UG, PG and PGDGC students for doing courses from SWAYAM, COURSERA, EIDEX, MOOCS for earning credits.

17.Skill development:

The institution is already running courses of professional development which are aimed at the development of skilled and trained teachers, teacher educators and non-teaching staff. To further enhance the employability skills aligned with NSQF, the courses include professional courses, enhancing employability skills, soft skills through personality development, value added courses, community course, capacity building programme is a regular feature. Details of internship programmes, and other such initiatives have been provided in the respective data templates under criteria-2 and 5.

The institution is based on the philosophy of Women Development and the courses are taken up from the Indian scriptures such as Guru Granth Sahib ji, Students and faculty together recites hymns from Shri Guru Granth Sahib ji, on the occasions of Gurburb celebrations. All religious and important days of cultural and Indian origin based, Constitution Day, Independence Day etc. are celebrated to promote and instill universal human values of truth, righteous conduct, peace, love, non-violence and life skills.

The institution makes efforts to ensure and motivates students to undertake courses from SWAYAM, The great Indian Academy and other such platforms. The run in the institution are of vocational nature and already scores and cre allotted as per the Panjab University Chandigarh syllabi. Students are bei the mock interviews, sessions, placement drives and internship programmes. the fields are regularly invited to give exposure to students about the ir services and skills.

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

To integrate Indian Knowledge system into the mainstream, the students are mediums i.e. Hindi, Punjabi,English. The offline and online cou programmes, teaching is done in bilingual mode. Faculty members regularly seminars, conferences, workshops on Innovative pedagogies of teaching and in their classrooms. As the students are mostly from rural background so t in bilingual mode and books in the library are available in Hindi, Punjabi medium. Faculty members share online PDF's videos and other E-content in t i.e. Hindi, Punjabi and English. Students are free to write their exam pag Punjabi and English.

Recitation of Bhajans, Shabads and Gurbani from Shri Guru Granth Sahib ji orientation to students about Sanskrit and other Indian Classical Language Granth Sahib ji includes 'Shabads' from various languages. Besides this, H cultural days, heritage festivals give opportunity to students to learn Ir

and traditions in form of regional dances, singing, theatre etc.

In view of NEP 2020 the institution organizes Gurburb celebrations and the (hymns) are recited by students and teachers both on such occasions. The institution is having number of books related to core Indian values and human culture. Moreover value education is an integral part of teacher programmes.

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

As the college is a professional teacher education college, the outcomes are clear to faculty and students. Panjab university mentions all the expected the syllabus itself. Total efforts of college are oriented towards achieve outcomes through class room teaching, visits, internship, projects, Discussion lessons, Final skill in teaching lessons, extension lectures, webinars/sem sessions, participation of students in youth festivals, NSS, Youth training community extension activities, sports competitions, Annual Sports Day and days of National and International importance.

Specifically in teaching and learning process, faculty uses innovative methods teaching like dialogue method, cooperative method, flipped teaching, projects visits etc. All the students go on internship for one whole semester to get teaching skill to achieve the major outcome. After internship, the college teaching test in the form of discussion lessons in pedagogy subjects. Each student has to go through this practical discussion lesson. The lessons are the respective pedagogy teachers. Written feedback is given and grades are to the students. This feedback improves the student a lot for their final teaching examination as well as for the recruitment purpose.

In view of NEP 2020, the good practice followed by institution is skill based testing teaching skills in discussion and final lessons.

--	--

--	--

20.Distance education/online education:

To promote the distance and online education students are motivated in every session for open distance learning in the form of online self-study courses available on Great Indian Academy, The development and use of technology for teaching and learning is an essential feature of the college. In B.Ed. programme the students study ICT skill development paper as a compulsory paper in Semester - 1. Faculty members use E - content ppt and share E-content with the students through LMS , WhatsApp and you tube channels.

Besides this, workshops like E-content development , value added courses on Digital literacy, communication skills, self management, Open Educational Resources, ICT tools for teaching and learning and Career Counselling skills and other such initiatives are regularly undertaken

Extended Profile

1.Student

2.1	98
Number of students on roll during the year	
File Description	Documents
Data Template	View File
2.2	190
Number of seats sanctioned during the year	
File Description	Documents
Data Template	View File
2.3	170
Number of seats earmarked for reserved categories as per GOI/State Government during the year:	
File Description	Documents
Data Template	View File
2.4	54
Number of outgoing / final year students during the year:	
File Description	Documents
Data Template	View File
2.5	37
Number of graduating students during the year	
File Description	Documents
Data Template	View File
2.6	55
Number of students enrolled during the year	
File Description	Documents
Data Template	View File
2.Institution	
4.1	27,17,588.12

Total expenditure, excluding salary, during the year (INR in Lakhs):	
4.2	66
Total number of computers on campus for academic purposes	

3. Teacher

5.1	17
Number of full-time teachers during the year:	

File Description	Documents
Data Template	View File
Data Template	View File

5.2	17
Number of sanctioned posts for the year:	

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Planning

1.1.1 - Institution has a regular in house practice of planning and/or reviewing, revising curriculum and adapting it to local context /situation. Describe the institutional process of planning and/or reviewing, revising curriculum and adapting it to the local context in not more than 100 - 200 words

The College follows the curriculum prescribed by the affiliating university. College is running four courses i.e. B.Ed., M.Ed., Ph.D. Course work in Education and P.G Diploma in Guidance & Counselling. College Calendar and Time Table is prepared by IQAC as per University Annual Calendar . IQAC Meetings were held and in house curriculum planning is also done. Agendas are discussed, minutes of meeting, programme of action and action taken reports are prepared. Curriculum is enriched by various Value added courses, workshops and capacity building programmes. Various curricular and co-curricular activities are organized under various clubs and societies. House tests are conducted timely, followed by remedial teaching for weak and extra guidance for high achiever. Value Added course and Self Study Course are organised this year. The pre- internship and internship is carried out in 1st, 2nd and 3rd semester respectively. Feedback is collected from different stakeholders for the improvement of college and for

further curriculum planning .Time to time changes are made by University in Academic Calendar and subsequently the mid-course corrections are done in all the academic and co-curricular activities

File Description	Documents
Details of a. the procedure adopted including periodicity, kinds of activities b. Communication of decisions to all concerned c. Kinds of issues discussed	View File
Plan developed for the academic year	View File
Plans for mid- course correction wherever needed for the academic year	View File
Any other relevant information	No File Uploaded

1.1.2 - At the institution level, the curriculum planning and adoption are a collaborative effort; Indicate the persons involved in the curriculum planning process during the year Faculty of the institution Head/Principal of the institution Schools including practice teaching schools Employers Experts Students Alumni

A. All of the above

File Description	Documents
Data as per Data Template	View File
List of persons who participated in the process of in-house curriculum planning	View File
Meeting notice and minutes of the meeting for in-house curriculum planning	View File
A copy of the programme of action for in- house curriculum planned and adopted during the academic year	View File
Any other relevant information	No File Uploaded

1.1.3 - While planning institutional

A. All of the Above

curriculum, focus is kept on the Programme Learning Outcomes (PLOs) and Course Learning Outcomes (CLOs) for all programmes offered by the institution, which are stated and communicated to teachers and students through Website of the Institution Prospectus Student induction programme Orientation programme for teachers

File Description	Documents
Data as per Data Template	View File
URL to the page on website where the PLOs and CLOs are listed	https://www.sidhwankhurdeducation.com/page/bachelor-education-bed-1
Prospectus for the academic year	View File
Report and photographs with caption and date of student induction programmes	View File
Report and photographs with caption and date of teacher orientation programmes	View File
Any other relevant information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Curriculum provides adequate choice of courses to students as optional / electives including pedagogy courses for which teachers are available

1.2.1.1 - Number of optional / elective courses including pedagogy courses offered programme-wise during the year

19

File Description	Documents
Data as per Data Template	View File
Circular/document of the University showing duly approved list of optional /electives / pedagogy courses in the curriculum	View File
Academic calendar showing time allotted for optional / electives / pedagogy courses	View File
Any other relevant information	Nil

1.2.2 - Number of value-added courses offered during the year

6

1.2.2.1 - Number of value-added courses offered during the year

6

File Description	Documents
Data as per Data Template	View File
Brochure and Course content along with CLOs of value-added courses	View File
Any other relevant information	View File

1.2.3 - Number of students enrolled in the value-added courses as mentioned in 1.2.2 during the year

51

1.2.3.1 - Number of students enrolled in the value-added courses as mentioned in 1.2.2 during the year

51

File Description	Documents
List of the students enrolled in the value-added course as defined in 1.2.2	View File
Course completion certificates	View File
Any other relevant information	No File Uploaded

1.2.4 - Students are encouraged and facilitated to undergo self-study courses online/offline in several ways through Provision in the Time Table Facilities in the Library Computer lab facilities Academic Advice/Guidance	All of the above
--	------------------

File Description	Documents
Data as per Data Template	View File
Relevant documents highlighting the institutional facilities provided to the students to avail self study courses as per Data Template	View File
Document showing teachers' mentoring and assistance to students to avail of self-study courses	View File
Any other relevant information	No File Uploaded

1.2.5 - Number of students who have completed self-study courses (online /offline, beyond the curriculum) during the year

10

1.2.5.1 - Number of students who have completed self-study courses (online /offline, beyond the curriculum) during the year

10

--

File Description	Documents
Data as per Data Template	View File
Certificates / evidences for completing the self-study course(s)	View File
List of students enrolled and completed in self study course(s)	View File
Any other relevant information	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Curriculum of the institutions provides opportunities for the students to acquire and demonstrate knowledge, skills, values and attitudes related to various learning areas Describe the curricular thrusts to achieve the following in not more than 100 - 200 words each A fundamental or coherent understanding of the field of teacher education Procedural knowledge that creates teachers for different levels of school education skills that are specific to one's chosen specialization Capability to extrapolate from what one has learnt and apply acquired competencies Skills/Competencies such as: Emotional Intelligence, Critical Thinking, Negotiation and Communication Skills, Collaboration with others, etc.

Different teaching subjects are taught in teacher education where students get opportunities to acquire required knowledge, skills, values and attitudes. To give additional knowledge and develop more skills and values various programmes are organised for students. Orientation for Internship programme is an integral part of Internship programme. During orientation, students are exposed to various experiences like marking attendance, maintaining class registers, evaluating learners' work, attending staff meetings, preparing class tests and question papers, maintaining records, guiding the weak students, arranging co-curricular activities etc. Students attend Internship in 1st and 2nd semester for 15 days and semester 3rd is fully dedicated for Internship programme. Demonstration lessons help the students to understand the way how to deliver the lesson, making effective use of teaching aids enhancing the skill of using blackboard etc.. Students participate in different activities conducted by different societies like dramatic, Literary and fine arts and sports and clubs like IT and Eco club apply these learning skills in different schools during internship programme in semester 4th. Various workshops and value added courses on Self Management Skill, E Content, SWOT Analysis, Digital literacy and communication skills are organized for the students to make them competent in Emotional intelligence, Critical thinking and communication skill.

File Description	Documents
List of activities conducted in support of each of the above	View File
Documentary evidence in support of the claim	View File
Any other relevant information	View File
Photographs indicating the participation of students, if any	View File

1.3.2 - Institution familiarizes students with the diversities in school system in Indian as well as international and comparative perspective. Describe in not more than 100-200 words how students are familiarized with the diversity in school system in India with respect to: Development of school system Functioning of various Boards of School Education Functional differences among them Assessment systems Norms and standards State-wise variations International and comparative perspective

Students are familiarized with the knowledge about the Indian Education & School system through various subjects prescribed in B.Ed curriculum like Education in Contemporary India in semester I, School Management and Assessment for Learning in semester II, Gender, School and Society in semester IV. To familiarize the students with the school systems and its history, Orientation workshop before Internship programmes is organized by the college for the pupil teachers to acquaint them about the Functioning of various Boards of School Education like Central and state board and understand quickly the school atmosphere and its work culture. Through workshop students acquire more knowledge of teaching learning process and this programme also help them to acquire required skills, attitudes and values. Assessment system is well described in sem2 subject Assessment of Learning in which students were aware about the assessment, assessment criteria, importance of assessment and various ways of assessing the child's strengths and weaknesses. Norms and standards of school is a mandatory part of school management subject which is taught to students in sem1. Students get knowledge about the diversities in school system in india as well as international by college faculty, teaching practice school teachers and experts.

File Description	Documents
Action plan indicating the way students are familiarized with the diversities in Indian school systems	View File
Documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded

1.3.3 - Students derive professionally relevant understandings and consolidate these into their professional acumen from the wide range of curricular experiences provided during Teacher Education Programme Describe the efforts made by the institution to enable students to develop understanding of the interconnectedness of the various learning engagements and to make them ready for the professional field in not more than 100-200 words

Students experience various pedagogical methods along with the appropriate use of ICT taught to the pupil teachers during Teacher education programme. Simulated teaching helps the pupil teachers to learn the art and techniques of teaching through role playing. Teacher educators prepare different formats of lesson plans like macro lesson plan, micro lesson plan, unit / test based lesson plan, ICT based lesson plan, diary based lesson plan, lesson plan based on teaching model and even demonstrate the way to deliver the lesson in a correct way. Teacher educators give Demonstration lessons. Pre-Internship Programme for 2 weeks in semester 1st and 2nd and Internship programme for 16 weeks in 3rd semester are organized timely to make the students aware about school's work culture and classroom problems and its management. Pupil teachers are exposed to the real world of teaching where they practice various activities like preparing and maintaining class attendance register, marking attendance, organization of curricular and co-curricular activities, preparation of class tests helping weak and slow learners, providing guidance to the students time to time, marking notebooks and answer sheets and attending staff meetings. Pre- Internship and Internship files are prepared by pupil teachers for semester 1st, 2nd and 3rd. these files are checked and graded by the Teaching Practice incharges and feedback on them are provided.

File Description	Documents
Documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded

1.4 - Feedback System	
1.4.1 - Mechanism is in place for obtaining structured feedback on the curriculum – semester wise from various stakeholders. Structured feedback is obtained from Students Teachers Employers Alumni Practice Teaching Schools/TEI	All of the above

File Description	Documents
Sample filled-in feedback forms of the stake holders	View File
Any other relevant information	No File Uploaded

1.4.2 - Feedback collected from stakeholders is processed and action is taken; feedback process adopted by the institution comprises the following	Feedback collected, analyzed, action taken and available on website
---	---

File Description	Documents
Stakeholder feedback analysis report with seal and signature of the Principal	View File
Action taken report of the institution with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of students during the year

55

2.1.1.1 - Number of students enrolled during the year

55

--

File Description	Documents
Data as per Data Template	View File
Document relating to sanction of intake from university	View File
Approval letter of NCTE for intake of all programs	View File
Approved admission list year-wise/ program-wise	View File
Any other relevant information	No File Uploaded

2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC) as per applicable reservation policy during the year

18

2.1.2.1 - Number of students enrolled from the reserved categories during the year

18

File Description	Documents
Data as per Data Template	View File
Copy of letter issued by State Govt. or Central Govt. indicating the reserved categories (Provide English version)	View File
Final admission list published by the HEI	View File
Admission extract submitted to the state / university authority about admissions of SC, ST, OBC students every year	View File
Any other relevant information	No File Uploaded

2.1.3 - Number of students enrolled from EWS and Divyangjan categories during the year

19

2.1.3.1 - Number of students enrolled from EWS and Divyangjan categories during the year

19

File Description	Documents
Data as per Data Template	View File
Certificate of EWS and Divyangjan	View File
List of students enrolled from EWS and Divyangjan	View File
Any other relevant information	No File Uploaded

2.2 - Honoring Student Diversity

2.2.1 - Assessment process is in place at entry level to identify different learning needs of students and their level of readiness to undergo professional education programme and also the academic support provided to students Describe the assessment process at entry level to identify different learning needs of students and their level of readiness to undergo professional education programme and also the academic support provided to students, in not more than 100-200 words.

To identify the different learning needs of the students, Teacher made Differential Learning Needs Test was administrated on the students. The test comprised of 4 domains namely ICT, Communication, Mental Ability and Emotional Intelligence. Students who scored 6 or less than 6 marks in each of the 4 domains were identified as having special learning needs in that particular area. Learning needs of the students of all the above categories are different so different academic support was provided to students to cater their specific learning needs. On the basis of their l needs students were further recommended to remedial teaching and guidance services by college faculty members. College also organised various Value added courses andworkshops on IT skills, Self management, Communication skills etc. to cater to their needs. Teachers also use bilingual mode in class to teach, i.e. a combination of their mother tongue and English is used to interact with students in and outside the class.

Extra advanced material was also provided by teachers to enrich their knowledge of students. Task of peer tutoring was also assigned to them. Students need repetition, drill, and practice, need of extra teaching or mentoring for concept clarity. Above needs were addressed by giving individualized education and attention by teachers. Special notes were provided them to enrich their knowledge; Remedial teaching was also planned for them.

File Description	Documents
Documentary evidence in support of the claim	View File
Documents showing the performance of students at the entry level	View File
Any other relevant information	View File

2.2.2 - Mechanisms are in place to honour student diversities in terms of learning needs; Student diversities are addressed on the basis of the learner profiles identified by the institution through Mentoring / Academic Counselling Peer Feedback / Tutoring Remedial Learning Engagement Learning Enhancement / Enrichment inputs Collaborative tasks Assistive Devices and Adaptive Structures (for the differently abled) Multilingual interactions and inputs	All of the above
--	-------------------------

File Description	Documents
Data as per Data Template	View File
Relevant documents highlighting the activities to address the student diversities	View File
Reports with seal and signature of Principal	View File
Photographs with caption and date, if any	View File
Any other relevant information	No File Uploaded

2.2.3 - There are institutional provisions for catering to differential student needs; Appropriate learning exposures are provided to students No Special effort put forth in accordance with learner needs Only when students seek support As an institutionalized activity in accordance with learner needs Left to the judgment of the individual teacher/s Whenever need arises due to student diversity	Three of the above
---	---------------------------

File Description	Documents
Relevant documents highlighting the activities to address the differential student needs	View File
Reports with seal and signature of the Principal	View File
Photographs with caption and date	View File
Any other relevant information	No File Uploaded

2.2.4 - Student-Mentor ratio for the academic year

6:1

2.2.4.1 - Number of mentors in the Institution

17

File Description	Documents
Data as per Data Template	View File
Relevant documents of mentor-mentee activities with seal and signature of the Principal	View File
Any other relevant information	View File

2.3 - Teaching- Learning Process

2.3.1 - Multiple mode approach to teaching-learning is adopted by teachers which includes experiential learning, participative learning, problem solving methodologies, brain storming, focused group discussion, online mode, etc. for enhancing student learning Describe the varied modes of learning adopted and their basic rationale for adopting such learning mode/s for different courses of each programme in not more than 100-200 words.

The teaching-Learning is a continuous process within the classrooms and outside the classrooms. The teachers have expertise on one or the other innovative method of teaching in classroom, which enhances students' learning. Teachers use Dialogue method, Cooperative method, Flipped mode of teaching, Collaborative teaching methodology in classes. All the teachers use Power point for teaching. Besides that classroom seminars and Group discussions are also practised. Outside the classroom the methods like Problem-solving, Excursion, Project, visits to innovative and special schools are planned and executed. Teaching aid preparation

giveshands on work experience. Demonstration method is also used. Experiential learning is well reflected through Pre-Internship and internship Programme in Schools. Crafts like Gardening, Interior decoration, courses like sports and yoga, teaching through Drama also provide rich experiences to students.. Societies and clubs in the college provide learning.

Dialogue builds confidence in students to express themselves. Cooperative method teaches cooperation among students and let them learn while working in groups. Flipped mode encourages self study and help students to learn speedily and easily. Collaborative method also inspires students to learn in collaboration. Teacher is not dominating anywhere. Excursions, Projects, visits help students to learn via direct observation and have first hand experience.

File Description	Documents
Course wise details of modes of teaching learning adopted during the academic year in each programme	View File
Any other relevant information	View File

2.3.2 - Number of teachers integrating ICT (excluding use of PPT) for effective teaching with Learning Management Systems (LMS), Swayam Prabha etc., Learning Resources and others excluding PPT during the year

17

File Description	Documents
Data as per Data Template	View File
Link to LMS	https://web.classplusapp.com/login
Any other relevant information	No File Uploaded

2.3.3 - Number of students using ICT support (mobile-based learning, online material, podcast, virtual laboratories, learning apps etc.) for their learning, during the academic year

98

File Description	Documents
Data as per Data Template	View File
Programme wise list of students using ICT support	View File
Documentary evidence in support of the claim	View File
Landing page of the Gateway to the LMS used	View File
Any other relevant information	View File

2.3.4 - ICT support is used by students in various learning situations such as Understanding theory courses Practice teaching Internship Out of class room activities Biomechanical and Kinesiological activities Field sports	Five/Six of the above
---	------------------------------

File Description	Documents
Data as per Data Template	View File
Lesson plan / activity plan / activity report to substantiate the use of ICT by students in various learning situations	View File
Geo-tagged photographs wherever applicable	View File
Link of resources used	https://www.youtube.com/channel/UCkj3G99unGmy2OYyYx2xC_w
Any other relevant information	View File

2.3.5 - Continual mentoring is provided by teachers for developing professional attributes in students Describe in not more than 100-200 words the nature of mentoring efforts in the institution with respect to working in teams dealing with student diversity conduct of self with colleagues and authorities balancing home and work stress keeping oneself abreast with recent developments in education and life

Student Induction Programme is conducted at very first step to mentor the students. The teachers put their best efforts to provide continuous mentoring in and outside classrooms.. Students are a part of different committees of college where they work together with peers and teachers and develop different skills

required for their profession. Mentor mentee system is also prevailing where mentoring is done in person by the mentor teacher. For M.Ed dissertation students are individually mentored by the suoervisor. Diverse type of students are well addressed by various societies and cells like fine arts society, literary society, dramatic society and sports society, and committeess like prevention of caste based discrimination committee, internal committee for divyangjan, guidance and counselling cell, placement cell, grievance redressal cell, prevention of sexual harassment cell,eco-club and IT club.Students are made aware of the vision, mission, code of conduct, professional ethics and exposed to the qualities such as soft skills, body language, team spirit etc.. Our students are guided perfectly while going on Internship to develop professional attributes in them. Teachers also guide them on their conduct while teaching course of School management. A specially designed value added course on Self Management helped to mentor students on coping with home and work stress. In house seminars, National seminars, value added courses, rich library literature and extension activities are in practice to mentor the students to keep them updated about recent developments in education and life.

File Description	Documents
Documentary evidence in support of the claim	View File
Any other relevant information	View File

2.3.6 - Institution provides exposure to students about recent developments in the field of education through Special lectures by experts Book reading & discussion on it Discussion on recent policies & regulations Teacher presented seminars for benefit of teachers & students Use of media for various aspects of education Discussions showcasing the linkages of various contexts of education- from local to regional to national to global

Five/Six of the above

File Description	Documents
Data as per Data Template	View File
Documentary evidence in support of the selected response/s	View File
Reports of activities conducted related to recent developments in education with video graphic support, wherever possible	View File
Any other relevant information	View File

2.3.7 - Teaching learning process nurtures creativity, innovativeness, intellectual and thinking skills, empathy, life skills etc. among students

As the teachers are using student centric methods in the classrooms and outside the class rooms, it automatically creates atmosphere of nurturing creativity, innovativeness and independent thinking skills. The methods like Dialogue, Cooperative method, excursion, Project and Group discussion create congenial environment for nourishing the abovesaid qualities. The Experiential learning at Pre Internship workshop and during Internship help to develop teaching skills, creativity in teaching, empathy and life skills in pupil teachers. Workshops or value added courses organised by our college on SWOC, Self management, IT skills, Teaching skills, Assessment techniques, Communication skills, e content development etc. all contribute to development of life skills, thinking skills, teaching skills, technosavy, creativity in our students. Sessional works assigned to the students provide them opportunity to showcase their creativity, innovativeness, intellectual and thinking skills as they have to complete assigned work independently and in groups as well. Creativity is also enhanced through papers like EPC 1.1 Drama and Music in Teaching, EPC 1.2 Simple Expressional Competencies' and Crafts.

The extension activities like Donation of clothes and stationary to slum people, visits to special schools and orphanage definitely develop empathy and sensitivity for others. Exposure to different activities of societies, clubs, Cells, Youth festival participation and Student Council also foster creativity, innovativeness, confidence, speaking skills, intellectual skills and organization skills among students.

File Description	Documents
Documentary evidence in support of the claim	View File
Any other relevant information	View File

2.4 - Competency and Skill Development

2.4.1 - Institution provides opportunities for developing competencies and skills in different functional areas through specially designed activities / experiences that include
Organizing Learning (lesson plan)
Developing Teaching Competencies
Assessment of Learning Technology Use and Integration
Organizing Field Visits
Conducting Outreach/ Out of Classroom Activities
Community Engagement
Facilitating Inclusive Education
Preparing Individualized Educational Plan(IEP)

All of the above

File Description	Documents
Data as per Data Template	View File
Documentary evidence in support of the selected response/s	View File
Reports of activities with video graphic support wherever possibl	View File
Any other relevant information	View File

2.4.2 - Students go through a set of activities as preparatory to school- based practice teaching and internship. Pre practice teaching / internship orientation / training encompasses certain significant skills and competencies such as Formulating learning objectives Content mapping Lesson planning/ Individualized Education Plans (IEP) Identifying varied student abilities Dealing with student diversity in classrooms Visualising differential learning activities according to student needs Addressing inclusiveness Assessing student learning

Ten/All of the above

Mobilizing relevant and varied learning resources Evolving ICT based learning situations Exposure to Braille /Indian languages /Community engagement

File Description	Documents
Data as per Data Template	View File
Reports and photographs / videos of the activities	View File
Attendance sheets of the workshops / activities with seal and signature of the Principal	View File
Documentary evidence in support of each selected activity	View File
Any other relevant information	No File Uploaded

2.4.3 - Competency of effective communication is developed in students through several activities such as Workshop sessions for effective communication Simulated sessions for practicing communication in different situations Participating in institutional activities as ‘anchor’, ‘discussant’ or ‘rapporteur’ Classroom teaching learning situations along with teacher and peer feedback

All of the above

File Description	Documents
Data as per Data Template	View File
Details of the activities carried out during the academic year in respect of each response indicated	View File
Any other relevant information	No File Uploaded

2.4.4 - Students are enabled to evolve the following tools of assessment for learning suited to the kinds of learning engagement provided to learners, and to analyse as well as interpret responses Teacher made written tests essentially based on subject content Observation modes for individual and group

All of the above

activities Performance tests Oral assessment Rating Scales

File Description	Documents
Data as per Data Template	View File
Samples prepared by students for each indicated assessment tool	View File
Documents showing the different activities for evolving indicated assessment tools	View File
Any other relevant information	No File Uploaded

2.4.5 - Adequate skills are developed in students for effective use of ICT for teaching learning process in respect of Preparation of lesson plans Developing assessment tools for both online and offline learning Effective use of social media/learning apps/adaptive devices for learning Identifying and selecting/developing online learning resources Evolving learning sequences (learning activities) for online as well as face to face situations

All of the above

File Description	Documents
Data as per Data Template	View File
Documentary evidence in support of each response selected	View File
Sample evidence showing the tasks carried out for each of the selected response	View File
Any other relevant information	No File Uploaded

2.4.6 - Students develop competence to organize academic, cultural, sports and community related events through Planning and scheduling academic, cultural and sports events in school Planning and execution of community related events Building teams and helping them to participate Involvement

All of the above

in preparatory arrangements
Executing/conducting the event

File Description	Documents
Data as per Data Template	View File
Documentary evidence showing the activities carried out for each of the selected response	View File
Report of the events organized	View File
Photographs with caption and date, wherever possible	View File
Any other relevant information	No File Uploaded

2.4.7 - A variety of assignments given and assessed for theory courses through Library work Field exploration Hands-on activity Preparation of term paper Identifying and using the different sources for study

All of the above

File Description	Documents
Data as per Data Template	View File
Samples of assessed assignments for theory courses of different programmes	View File
Any other relevant information	No File Uploaded

2.4.8 - Internship programme is systematically planned with necessary preparedness Describe institution's preparatory efforts at organizing internship programme in not more than 100-200 words with respect to the following: Selection/identification of schools for internship: participative/on request Orientation to school principal/teachers Orientation to students going for internship Defining role of teachers of the institution Streamlining mode/s of assessment of student performance Exposure to variety of school set ups

It is mandatory for the college to upload list of all the students and their preferences on the govt. portal and thereafter students are allotted schools against the vacant posts lying in their respective teaching subjects. And in case, if student is not been given any school by the govt, then she is placed in private recognised school of her choice. Students are oriented through a about writing lesson plans of various formats. Each pupil teacher goes through one-week simulated teaching in each teaching subject. Faculty of the college orient the principals and mentor teachers

of the selected schools about the school internship programme. Students are given exposure to different types of schools such as govt, private, urban, rural and specified category schools in pre-internship programmes. Assessment of students is done by concerned teaching subject school mentor teacher and teacher educator with the help of proforma given by P.U., Chd.

File Description	Documents
Documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded

2.4.9 - Number of students attached to each school for internship during the academic year

2.4.9.1 - Number of final year students during the academic year

39

File Description	Documents
Data as per Data Template	View File
Plan of teacher engagement in school internship	View File
Any other relevant information	View File

2.4.10 - Nature of internee engagement during internship consists of Classroom teaching Mentoring Time-table preparation Student counseling PTA meetings Assessment of student learning – home assignments & tests Organizing academic and cultural events Maintaining documents Administrative responsibilities- experience/exposure Preparation of progress reports

Nine/All of the above

File Description	Documents
Data as per Data Template	View File
Sample copies for each of selected activities claimed	View File
School-wise internship reports showing student engagement in activities claimed	View File
Wherever the documents are in regional language, provide English translated version	View File
Any other relevant information	No File Uploaded

2.4.11 - Institution adopts effective monitoring mechanisms during internship programme. Describe in not more than 100-200 words, the monitoring mechanisms adopted to ensure optimal impact of internship in schools with specific reference to the role of teacher educators, school principal, school teachers and peers.

The internship is monitored in a very controlled manner by the college Principal and faculty members, so that the pupil teachers get the full benefit of it. The faculty of the college also make sure that the internee feels comfortable during the monitoring and does not feel any kind of pressure on herself. Mentor teachers are assigned to the students by the principal of the practising school. Mentor teachers of the school as well as pedagogy teachers also give their remarks on the lesson plans on the basis of their performance in diverse areas such command on subject, as voice quality of the internee, use of audio-visual aids, class control, teaching method, class formation etc. and pupil teachers can improve their teaching skills by going through the remarks given by mentor and pedagogy teachers. They also assess students in each pedagogy subject on the prescribed assessment proforma provided by the university. The peer group monitors the internship as well. The pupil teacher is made aware of her shortcomings by the peer. The college also visit the interneess schools to observe and give suggestions.

File Description	Documents
Documentary evidence in support of the response	View File
Any other relevant information	No File Uploaded

2.4.12 - Performance of students during internship is assessed by the institution in

All of the above

terms of observations of different persons such as Self Peers (fellow interns) Teachers / School* Teachers Principal / School* Principal B. Ed Students / School* Students (* ‘Schools’ to be read as “TEIs” for PG programmes)

File Description	Documents
Assessment criteria adopted by each of the selected persons (For Bachelor and PG Programmes as applicable)	View File
Two filled in sample observation formats for each of the claimed assessors	View File
Any other relevant information	View File

2.4.13 - Comprehensive appraisal of interns’ performance is in place. The criteria used for assessment include Effectiveness in class room teaching Competency acquired in evaluation process in schools Involvement in various activities of schools Regularity, initiative and commitment Extent of job readiness

Five of the above

File Description	Documents
Format for criteria and weightages for interns’ performance appraisal used	View File
Five filled in formats for each of the aspects claimed	View File
Any other relevant information	No File Uploaded

2.5 - Teacher Profile and Quality

2.5.1 - Number of fulltime teachers against sanctioned posts during the year

17

File Description	Documents
Data as per Data Template	View File
Sanction letters indicating number of posts (including management sanctioned posts) with seal and signature of the principal	View File
English translation of sanction letter, if it is in regional language	View File
Any other relevant information	No File Uploaded

2.5.2 - Number of fulltime teachers with Ph. D. degree during the year

10

File Description	Documents
Data as per Data Template	View File
Certificates of Doctoral Degree (Ph.D) of the faculty	View File
Any other relevant information	No File Uploaded

2.5.3 - Number of teaching experience of full time teachers for the during the year

17

2.5.3.1 - Total number of years of teaching experience of full-time teachers for the academic year

293

File Description	Documents
Copy of the appointment letters of the fulltime teachers	View File
Any other relevant information	No File Uploaded

2.5.4 - Teachers put-forth efforts to keep themselves updated professionally Describe the nature of efforts by teachers to keep themselves updated professionally in not more than 100-200 words
1. In house discussions on current developments and issues in education
2. Share information with colleagues and with other institutions on policies and regulations

To keep themselves updated professionally, faculty members of the college attend various refresher courses, orientation programmes,

short term courses, faculty development programmes, seminars, conferences, workshops and webinars etc. Along with these, they also publish research articles and research papers on current issues/ problems related to education in peer reviewed journals and also in UGC- Care list journals.

After attending the above said various programmes, workshops and courses, the concerned teacher shares the information, knowledge and skills acquired through all these with the fellow colleagues.

1. In house discussions on current developments and issues in education
2. Share information with colleagues and with other institutions on policies and regulations

File Description	Documents
Documentary evidence to support the claim	View File
Any other relevant information	No File Uploaded

2.6 - Evaluation Process

2.6.1 - Continuous Internal Evaluation (CIE) of student learning is in place in the institution
Describe details of the Continuous Internal Evaluation in the institution highlighting its major components in not more than 100-200 words

Transparent mechanism is adopted for conducting Continuous Internal Evaluation (CIE) of student learning. The students' performance is evaluated on the basis of their active participation and achievements in unit tests, student seminars, snap test, group discussions, power point presentations, sessional work like projects and assignments on different topics related to the syllabus. Evaluation method comprises of internal examinations held progressively during the semester and is designed to check and report the periodic performance of the student. House tests are also conducted in the college in accordance with the pattern of university.

Internal evaluation of students is done in a continuous mode with class tests, practical records, assignments, projects, lab work, seminars, viva-voice, teaching practice etc. All the records and data bank of attendance in internal examinations, question papers, evaluated answer sheets, summary of marks sheets, are properly maintained by the subject teachers and evaluation committee for academic monitoring. Timely feedback on individual performance helps students in improving in the areas where they are lacking

behind. The end-semester exam forms the final assessment that is conducted by the parent university.

File Description	Documents
Relevant documents related to Internal Evaluation System at the institution level with seal and signature of the Principal	View File
Any other relevant information	View File

2.6.2 - Mechanism of internal evaluation is transparent and robust and time bound; Institution adopts the following in internal evaluation Display of internal assessment marks before the term end examination Timely feedback on individual/group performance Provision of improvement opportunities Access to tutorial/remedial support Provision of answering bilingually

Five of the above

File Description	Documents
Copy of university regulation on internal evaluation for teacher education	View File
Annual Institutional plan of action for internal evaluation	View File
Details of provisions for improvement and bi-lingual answering	View File
Documentary evidence for remedial support provided	View File
Any other relevant information	No File Uploaded

2.6.3 - Mechanism for grievance redressal related to examination is operationally effective

The college has Examination committee as a wing of Evaluation Committee, which undertakes necessary measures to ensure objectivity and transparency in the Internal examination process. Mechanism to deal with examination related grievances is transparent, time bound and efficient. At the beginning of the semester, faculty members orient the students about various elements in assessment process during semester. Answer scripts of internal class tests, assignments and project reports are

discussed with students after evaluation. In every term test and day to day student's performance is assessed for every activity which includes regularity, performance in various curricular and co-curricular activities being conducted in the college time to time. The internal assessment is prepared as per the university norms and displayed for students. Students may raise their grievances regarding the marks awarded to them with the concerned faculty member. and later on to Examination committee. The grievances of students if any related to internal examination are taken up well by Examination committee. College also have Grievance Redressal Cell, which in collaboration with Examination committee resolve the grievances related to External University Examination. The issues related to out of syllabus questions, non suitability of date sheet because of some clash, late results, non receiving of DMC, discrepancy of marks etc. are taken up with the university and matter is resolved.

File Description	Documents
Academic calendar of the Institution with seal and signature of the Principal	View File
Any other relevant information	View File

2.6.4 - The institution adheres to academic calendar for the conduct of Internal Evaluation Describe the mechanism of adhering to academic calendar for the conduct of Internal Evaluation in the institution in not more than 100-200 words.

The college adheres to academic calendar provided by the University for transmission of continuous internal evaluation system. Examination committee of the college prepares academic calendar before the commencement of the academic year in accordance with the guidelines given by the P.U., Chd.

'Academic Calendar' contains the relevant information regarding the teaching learning schedule (working days), various events to be organized, holidays, dates of internal examination, semester examination, intramural activities, projects, annual athletic meet, internship schedule, guest lectures, seminars, conferences, workshops and outreach activities etc.

The academic calendar helps teachers and students to know all the activities regarding continuous internal evaluation process and is displayed on the notice board. For the implementation of Internal Assessment Process, Examination committee is formed at the college level which monitors overall internal assessment process. The

various tests like unit test, practical examination, Viva-voce exam, assignment, project, seminar, group discussion to be conducted by the teachers, are indicated in the academic calendar. The record of internal assessment is maintained at college level. The tentative dates for university exams are indicated in the academic calendar. The final university exam schedule is also displayed on students' notice boards.

File Description	Documents
Academic calendar of the Institution with seal and signature of the Principal	View File
Any other relevant information	View File

2.7 - Student Performance and Learning Outcomes

2.7.1 - The teaching learning process of the institution is aligned with the stated PLOs and CLOs. Describe the way in which institution ensures alignment of stated PLOs and CLOs with the teaching learning process in not more than 100 - 200 words.

Programme learning outcomes encompass a broad spectrum of knowledge, skills, abilities and attitudes that students acquire during the pursuit of graduate and post-graduate courses. The institution offers various courses that are B.Ed. (2 years), M.Ed. (2 years) and Post Graduate Diploma in Guidance and Counselling (1 year) affiliated to Panjab University, Chd. The specific learning outcomes of various courses are built into the curriculum of each discipline and are available on the college website. The teaching learning process of the college is aligned with the stated PLO & CLO of all the programmes offered in the college.

IQAC keeps a check on various teaching learning processes as the faculty demonstrates flexible leadership qualities to channelize the energy of the diverse students. College organizes various learning experiences such as seminars, conferences, workshops, internship programme, simulated teaching, micro teaching, demonstration lessons by the teachers, discussion lessons, capacity building programmes, value added courses and various other curricular and co-curricular activities to realize the PLOs and CLOs. The college is effectively implementing the outcome-based education (OBE) system by actively involving all the stakeholders. The institution has clear vision about learning outcomes. The programmes offered by college cater to multiple interests of the students.

File Description	Documents
Documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded

2.7.2 - Pass percentage of Students during the year

File Description	Documents
Data as per Data Template	View File
Result sheet for each year received from the Affiliating University	View File
Certified report from the Head of the Institution indicating pass percentage of students program-wise	View File
Any other relevant information	No File Uploaded

2.7.3 - The progressive performance of students and attainment of professional and personal attributes in line with the PLOs and CLOs is monitored and used for further improvements

The progressive performance of the students and attainment of professional and personal attributes is monitored with the help of various activities being organized at the college like house tests, internship programme, discussion lessons, seminars, conferences, workshops, micro teaching, simulated teaching and various other curricular and co-curricular activities. Pupil teachers are observed throughout their learning process and the college encourages them to actively participate in the above said activities. The records of all the mentioned activities are maintained by the respective teacher in-charges in the college.

The faculty acts as a guide who foster creative thinking and helps them in decision making which is an essential factor of goal achievement. The institution greatly emphasizes on the development of a student as a whole by giving equal responsibilities to each student regularly to maintain self-esteem and leadership. The students' performance is assessed in accordance with the above stated activities. On the basis of students' performance, the faculty members identify their potentialities as well as their strengths and weaknesses in particular areas and accordingly suitable guidance is provided to the students to attain the professional and personal attributes in line with the PLOs and

CLOs .

File Description	Documents
Documentary evidence showing the performance of students on various internal assessment tasks and the LOs achieved	View File
Any other relevant information	No File Uploaded

2.7.4 - Performance of outgoing students in internal assessment

2.7.4.1 - Number of students achieving on an average 70% or more in internal assessment activities during the year

54

File Description	Documents
Number of students achieving on an average 70% or more in internal assessment activities during t	View File
Record of student-wise / programme-wise / semester-wise internal assessment of students during the year	View File
Any other relevant information	No File Uploaded

2.7.5 - Performance of students on various assessment tasks reflects how far their initially identified learning needs are catered to. Describe with examples the extent to which the assessment task and the performance of students reflect their initially identified learning needs in not more than 100 -200 words.

GHG Harparkash College of Education for Women, Sidhwan Khurd ensures that every student achieves a certain level of confidence and varied attributes throughout the educational process. Our institution identified the various needs of the students such as lack of digital literacy and development of E-content and lack of employability skills. To address, above said the needs of the students our institution organised various types of workshops and value-added courses. Our institution has always been a great source of providing a variety of learning experiences to the students in the field of Education. Every student learns differently and has a special quality. Our college provides an

open platform for students which encourages the students to perform and take part in various competitions. The foremost task of the institution is to prepare the students to meet the various practical needs of the students. The teachers evaluate the performance of each student throughout the session and students are rewarded with the scores according to their performance in Practical, House Test Examinations, Assignments and their performance in various Inter College Competitions, Presentations, Seminars and other co-curricular activities. In this way the performance of student gets better over the period of time, which is assessed through practical and theoretical aspects. Students' performance in various learning tasks and final examinations show that their initially identified learning needs are fully addressed by our college.

File Description	Documents
Documentary evidence in respect to claim	View File
Any other relevant information	View File

2.8 - Student Satisfaction Survey

2.8.1 - Online student satisfaction survey regarding teaching learning process

https://www.sidhwankhurdeducation.com/sites/default/files/pdf_downloads/Student%20Satisfaction%20Survey.pdf

RESEARCH AND OUTREACH ACTIVITIES

3.1 - Resource Mobilization for Research

3.1.1 - Number of research projects funded by government and/ or non-government agencies during the year

0

File Description	Documents
Data as per Data Template	No File Uploaded
Sanction letter from the funding agency	No File Uploaded
Any other relevant information	No File Uploaded

3.1.2 - Number of grants received for research projects from government and / or non-government agencies during the year (INR in Lakhs)

0

File Description	Documents
Sanction letter from the funding agency	No File Uploaded
Income Expenditure statements highlighting the research grants received certified by the auditor	No File Uploaded
Any other relevant information	No File Uploaded

3.1.3 - In-house support is provided by the institution to teachers for research purposes during the year in the form of Seed money for doctoral studies / research projects Granting study leave for research field work Undertaking appraisals of institutional functioning and documentation Facilitating research by providing organizational supports Organizing research circle / internal seminar / interactive session on research

Four of the above

File Description	Documents
Data as per Data Template	View File
Institutional Policy document detailing scheme of incentives	View File
Sanction letters of award of incentives	View File
Income Expenditure statements highlighting the relevant expenditure with seal and signature of the Principal	View File
Documentary evidence for each of the claims	View File
Any other relevant information	View File

3.1.4 - Institution has created an eco-system for innovation and other initiatives for creation and transfer of knowledge that include Participative efforts (brain storming, think tank etc.) to identify possible and needed innovations Encouragement to novel ideas Official approval and support for

Three of the above

innovative try-outs Material and procedural supports

File Description	Documents
Documentary evidences in support of the claims	View File
Details of reports highlighting the claims made by the institution	View File
Reports of innovations tried out and ideas incubated	View File
Copyrights or patents filed	No File Uploaded
Any other relevant information	View File

3.2 - Research Publications

3.2.1 - Number of research papers / articles per teacher published in Journals notified on UGC website during the year

2

File Description	Documents
Data as per Data Template	View File
First page of the article/journals with seal and signature of the Principal	View File
E-copies of outer jacket/contents page of the journals in which articles are published	View File
Any other relevant information	No File Uploaded

3.2.2 - Number of books and / or chapters in edited books published and papers in National / International conference-proceedings per teacher during the year

3

File Description	Documents
Data as per Data Template	View File
• First page of the published book/chapter with seal and signature of the Principal	View File
E-copies of outer jacket/contents page of the books, chapters and papers published along with ISBN number in national / international conference-proceedings per teacher	View File
Any other relevant information	No File Uploaded

3.3 - Outreach Activities

3.3.1 - Number of outreach activities organized by the institution during the year

3.3.1.1 - Total number of outreach activities organized by the institution during the year

6

File Description	Documents
Data as per Data Template	View File
Report of each outreach activity organized along with video/ photographs with seal and signature of the Principal	View File
Any other relevant information	View File

3.3.2 - Number of students participating in outreach activities organized by the institution during the year

3.3.2.1 - Number of students participating in outreach activities organized by the institution during the year

50

File Description	Documents
Event-wise newspaper clippings / videos / photographs with captions and dates	View File
Report of each outreach activity with seal and signature of the Principal	View File
Any other relevant information	View File

3.3.3 - Number of student participation in national priority programmes such as Swachh Bharat, AIDs awareness, Gender sensitivity, Yoga, Digital India, National Water Mission during the year

50

3.3.3.1 - Number of students participated in activities as part of national priority programmes during the year

50

File Description	Documents
Data as per Data Template	View File
Documentary evidence in support of the claim along with photographs with caption and date	View File
Any other relevant information	View File

3.3.4 - Outreach activities in the community in terms of influencing and sensitizing students to social issues and contribute to community development Describe the way in which outreach activities conducted sensitized students to social issues and community development in not more than 100-200 words.

The college organized number of outreach activities to sensitize the students toward community needs and develop cordial relationship with society..The students of our college actively participate in social activities leadingto their overall development. NSS UNIT of the college organized seven days NSS camp in sorrounding area. Lot of activities like swatchta abhiyan , extention lectures, charity drive, visit to historical place were performed.The college also organized donation camp for poor peoples residing in slum areas. To save environment lecture on save mother earth was organized .Personality development programme was also organized for community people. The students were

sensitized on the issues of environment, Poverty, Dedication through physival service 'Sewa', cleanliness, health, culture, unemployment, disadvantaged people and many more. Total eighty students of the college participated in outreach activities.

File Description	Documents
Relevant documentary evidence for the claim	View File
Report of each outreach activity signed by the Principal	View File
Any other relevant information	View File

3.3.5 - Number of awards and honours received for outreach activities from government / recognized agency during the year

5

File Description	Documents
Data as per Data Template	View File
Appropriate certificates from the awarding agency	View File
Any other relevant information	View File

3.4 - Collaboration and Linkages

3.4.1 - Number of linkages for Faculty exchange, Student exchange, research etc. during the year

12

3.4.1.1 - Number of linkages for faculty exchange, student exchange, research etc. during the year

12

File Description	Documents
Data as per Data Template	View File
List of teachers/students benefited by linkage – exchange and research	View File
Report of each linkage along with videos/photographs	View File
Any other relevant information	View File

3.4.2 - Functional MoUs with institutions of National and / or International importance, other universities, industries, corporate houses etc. during the academic year

5

File Description	Documents
Data as per Data Template	View File
Copies of the MoU's with institution / industry/ corporate houses	View File
Any other relevant information	View File

3.4.3 - Institution has linkages with schools and other educational agencies for both academic and outreach activities and jointly organizes Local community based activities Practice teaching /internship in schools Organizes events of mutual interest- literary, cultural and open discussions on pertinent themes to school education Discern ways to strengthen school based practice through joint discussions and planning Join hands with schools in identifying areas for innovative practice Rehabilitation Clinics Linkages with general colleges

File Description	Documents
Data as per Data Template	View File
Report of each activities with seal and signature of the Principal	View File
Any other relevant information	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The institution has adequate facilities for Teaching- Learning. viz., classrooms, laboratories, sports field, fitness center, equipment, computing facilities, sports complex, etc. for the various programme offered Describe the adequacy of facilities for Teaching –Learning as per the minimum specified requirement by statutory bodies in not more than 100 - 200 words

GHG Harparkash College of Education for women has constantly endeavoured to provide quality education and ensure all round

development of the students in order to produce aware, responsible and empowered women. Set in the backdrop of an extensive green cover, the college has an aesthetic landscape which is architecturally striking. The institution has a well maintained, user friendly and resilient infrastructure conducive to teaching, learning and comprehensive development of students Lecture Halls, Seminar Hall ,ICT Resource center and Multipurpose hall are ICT enabled i.e LCD Projector, Computer with internet connectivity. Whole Campus is Wi-Fi campus.

Lecture Hall

07

ICT Resource Centre

1

Computer cum Language Lab

1

Psychology Lab

1

Social Science Lab

1

Science Lab

1

Recording Room

1

Home Science Lab

1

Math Lab

1

Punjabi Resource Centre

1

Fine Arts Room

1

Seminar Hall

1

Multipurpose Hall

1

Gymnasium

1

The college is committed to offering resourceful infrastructure for holistic growth of students. It provides adequate facilities for cultural activities, indoor and outdoor sports as well as other support amenities for students and faculty. A spacious Multi-Purpose Hall, Activity room and Common hall are available for the students to organize and participate in co-curricular, recreational and cultural activities.

File Description	Documents
List of physical facilities available for teaching learning	View File
Geo-tagged photographs	View File
Any other relevant information	No File Uploaded

4.1.2 - Number of classrooms and seminar hall(s) with ICT- enabled facilities such as smart classroom, LMS, video and sound systems etc. during the year.

4.1.2.1 - Number of classrooms and seminar hall(s) with ICT facilities

9

File Description	Documents
Data as per Data Template	View File
Geo-tagged photographs	View File
Link to relevant page on the Institutional website	https://www.sidhwankhurdeducation.com/sites/default/files/download_files/ICT%20Enabled%20Classrooms.pdf
Any other relevant information	No File Uploaded

4.1.3 - Expenditure for infrastructure augmentation excluding salary during the year (INR in lakhs)

0.71355

File Description	Documents
Data as per Data Template	View File
Income Expenditure statements highlighting the expenditure on infrastructure augmentation with seal and signature of CA and the Principal	View File
Any other relevant information	View File

4.2 - Library as a Learning Resource

4.2.1 - Institution has adopted automation of library using Integrated Library Management System (ILMS) or any other software Describe the features of Library Automation in not more than 100 – 200 words.

The College Library has purchased updated version of LibraryAutomation Software in the year 2013 and library is now automated. Software is regularly updated.

Name of the ILMS software: G S Library Management Software. Book database is created along with user's database for the proper functioning of the software. The updated version consists of the following modules: Acquisition Control System, Bibliographic Control System, Circulation Control System, Online Public Access Catalogue operations, Overdue tracking and calculations, Wishlist of readers and Report generation. Software also facilitates the access of the library resources in a single platform i.e. Online Public Access Catalogue (OPAC).

Web OPAC (Online Public Access Catalogue) is accessible through website of the college library.

There are seven computer terminals in the library with internet facility. Four terminals are reserved for students and staff to search information through internet and to access software. All the transactions are so transparent that all details about the documents in circulation are faithfully recorded.

File Description	Documents
Bill for augmentation of library signed by the Principal	View File
Web-link to library facilities, if available	http://library.sidhwankhurdeducation.com/
Any other relevant information	View File

4.2.2 - Institution has remote access to library resources which students and teachers use frequently Give details of Gateway for remote access to library resources used by teachers and students in not more than 100 - 200 words

The Library provides access to about 6000 plus e-journals and 1,99,500 plus e-books (N-List Programme of INFLIBNET) through remote access also. Faculty and students also access NDLI and have remote access to 88,604,176 e- resources through NDLI.

There are three reading halls with computer and Internet facilities. Outer reading room is open 24*7.

Web OPAC is accessible with internet facility.

The library is automated with G S Library Management Software.

There are 7 computer terminals in the library. 4 terminals are reserved for students. Wi-Fi facility is available in the library.

Book Bank facility is available to students.

Library is well equipped with photocopying machine, printer and scanner. The library can accommodate more than 100 readers at a time. The Library Committee, headed by the Principal and members is working efficiently. It recommends measures to be taken for the enrichment and upkeep of the library.

College library is well-stocked with a good collection of books. It has a diverse collection of 23,438 books including reference

books, rare books, 690 dissertations, 52 CDs, 32 journals, 24 magazines, 7 newspapers and e- resources in various disciplines. All books are classified and catalogued according to DDC 19th edition and AACR II cataloguing rules.

File Description	Documents
Landing page of the remote access webpage	View File
Details of users and details of visits/downloads	View File
Any other relevant information	View File

4.2.3 - Institution has subscription for e-resources and has membership / registration for the following e-journals e-Shodh Sindhu Shodhganga e-books Databases

All of the above

File Description	Documents
Data as per Data template	View File
Receipts of subscription /membership to e-resources	View File
E-copy of the letter of subscription /member ship in the name of institution	View File
Any other relevant information	View File

4.2.4 - Annual expenditure for purchase of books, journals, and e-resources during the year (INR in Lakhs)

0.54684

File Description	Documents
Data as per Data Template	View File
Income Expenditure statements highlighting the expenditure on purchase of books, journals, e-resources with seal and signature of both the Principal and Chartered Accountant	View File
Any other relevant information	No File Uploaded

4.2.5 - Per day usage of library by teachers and students during the academic year

4.2.5.1 - Number of teachers and students using library for Month one (not less than 20 working days) during the academic year

520

File Description	Documents
Document showing the number of teachers and students using library / e-library per working day/ logins in remote access for 10 days each for five months during the academic year with seal and signature of both the librarian and principal	View File
Link to certified copies of the ledger pages/screenshots of the data for 5 days each for 5 working months selected by the institution	https://www.sidhwankhurdeducation.com/sites/default/files/aqar/criterion-4/Entry%202022-23%20%281%29_compressed.pdf
Any other relevant information	View File

4.2.6 - Efforts are made to make available National Policies and other documents on education in the library suitable to the three streams of teacher education –general teacher education, special education and physical education by the following ways Relevant educational documents are obtained on a regular basis Documents are made available from other libraries on loan Documents are obtained as and when teachers recommend Documents are obtained as gifts to College

Three of the above

File Description	Documents
Data as per Data Template	View File
Any other relevant information	No File Uploaded

4.3 - ICT Infrastructure

4.3.1 - Institution updates its ICT facilities including Wi-Fi Describe ICT facilities including Wi-Fi with date and nature of updation in not more than 100 - 200 words

Institution has rich IT infrastructure. Whole campus is Wi-Fi Campus. Password is disclosed to teachers as well as to students.

Institution has created learning management system E-Platform-GHGHCOE with the assistance of classplus company to provide quality education to students. College pay annual fee to company for rendering their services. College has internet bandwidth of 300 MBPS. College has 66Desktops, out of which.56desktops are for students' use, 4 for administrative office, 3 for library and 03 for faculty use. All classrooms of college are ICT enabled classrooms. High Definition CCTV cameras were installed inside and outside of campus for safety purpose. Recording Room and E-Content Development Centre helps Faculty members to record and edit their video and audio lectures .Open and free soft wares are used to edit video and audio lectures. To conduct online Workshops, Seminars, Faculty Development Programme, Curricular and Co-curricular activities licence was purchased from Zoom. Portable Trolley speaker was purchased to provide better quality sound for online streaming lessons and programmes. Windows and antivirus are updated on regular bases. College has a dynamic website and library web OPAC.

File Description	Documents
Document related to date of implementation and updation, receipt for updating the Wi-Fi	View File
Any other relevant information	No File Uploaded

4.3.2 - Student – Computer ratio during the academic year

2:1

File Description	Documents
Data as per data template	View File
Purchase receipts and relevant pages of the Stock Register with seal and signature of the principal	View File
Any other relevant information	No File Uploaded

4.3.3 - Available bandwidth of internet connection in the Institution (Leased line)
Opt any one:

C. 250 MBPS - 500MBPS

File Description	Documents
Receipt for connection indicating bandwidth	View File
Bill for any one month during the academic year indicating internet connection plan, speed and bandwidth	View File
Any other relevant Information	View File

4.3.4 - Facilities for e-content development are available in the institution such as Facilities for e-content development are available in the institution such as Studio / Live studio Content distribution system Lecture Capturing System (LCS) Teleprompter Editing and graphic unit	Five or more of the above
--	----------------------------------

File Description	Documents
Data as per Data Template	View File
Link to videos of the e-content development facilities	https://youtu.be/XI3ByTzIL28?feature=shared
List the equipment purchased for claimed facilities along with the relevant bills	View File
Link to the e-content developed by the faculty of the institution	https://www.sidhwankhurdeducation.com/sites/default/files/download_files/List%20of%20E-content%20Developed%20by%20Faculty.pdf
Any other relevant information	View File

4.4 - Maintenance of Campus and Infrastructure

4.4.1 - Expenditure incurred exclusively on maintenance of physical and academic support facilities during the year (INR in Lakhs)

17,23,882

File Description	Documents
Data as per Data Template	View File
Income Expenditure statements highlighting relevant items with seal and signature of the Principal and Chartered Accountant	View File
Any other relevant information	No File Uploaded

4.4.2 - Systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. are in place. Describe policy details of systems and procedures for maintaining and utilizing physical, academic and support facilities in not more than 100 - 200 words

To maintain and utilize physical, academics and support facilities budget allocated and utilized for Maintenance of all the infrastructure of the College. This is done by holding regular meetings of various committees to ensure optimal allocation and utilization of the available financial resources. The laboratories are well maintained with good equipment. The consumable and non-consumable items for the laboratories are purchased regularly. The items purchased are entered item wise in the respective stock registers of the departments.

The library of the College is automated and has good collection of text books, general books, reference books, rare books, various national and international journals magazines. Librarian of the college holds orientation session for proper utilization of Library resources. The Library provides book bank facility for needy and meritorious students. Library is open for students 9:00 A.M to 4:00 P.M

Sports and Yoga are integrated part of curriculum. Periods are allocated in time table for sports and yoga. Students regularly practice in the playground and Gym for various level competitions under the supervision of Physical Education Teacher.

ICT facilities are provided to all students and teachers. Students prepare their projects and assignment in computer labs. Students attend self-study courses by using ICT facilities.

File Description	Documents
Appropriate link(s) on the institutional website	https://www.sidhwankhurdeducation.com/sites/default/files/download_files/Procedures%20and%20Policies%202022-23.pdf
Any other relevant information	View File

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - A range of capability building and skill enhancement initiatives are undertaken by the institution such as Career and Personal Counseling Skill enhancement in academic, technical and organizational aspects Communicating with persons of different disabilities: Braille, Sign language and Speech training Capability to develop a seminar paper and a research paper; understand/appreciate the difference between the two E-content development Online assessment of learning

All of the above

File Description	Documents
Data as per Data Template	View File
Report on each capability building and skill enhancement initiative adopted with seal and signature of the Principal	View File
Sample feedback sheets from the students participating in each of the initiative	View File
Photographs with date and caption for each initiative	View File
Any other relevant information	No File Uploaded

5.1.2 - Available student support facilities in institution are Vehicle Parking Common rooms separately for boys and girls Recreational facility First aid and medical aid Transport Book bank Safe drinking water Hostel Canteen Toilets for girls

Nine or more of the above

Indicate the one/s applicable	
File Description	Documents
Geo-tagged photographs	View File
Any other relevant information	No File Uploaded
5.1.3 - 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
Data as per Data Template for the applicable options	View File
Institutional guidelines for students' grievance redressal	View File
Composition of the student grievance redressal committee including sexual harassment and ragging	View File
Samples of grievance submitted offline	View File
Any other relevant information	View File
5.1.4 - Institution provides additional support to needy students in several ways such as Monetary help from external sources such as banks Outside accommodation on reasonable rent on shared or individual basis Dean student welfare is appointed and takes care of student welfare Placement Officer is appointed and takes care of the Placement Cell Concession in tuition fees/hostel fees Group insurance (Health/Accident)	Five or more of the above

File Description	Documents
Data as per Data template	View File
Income Expenditure statement highlighting the relevant expenditure towards student concession along with approval / sanction letter	View File
Report of the Placement Cell	View File
Any other relevant information	View File

5.2 - Student Progression

5.2.1 - Number of students of the institution placed as teachers/teacher educators during the year

Number of students placed as teachers/teacher educators	Total number of graduating students
3	37

File Description	Documents
Data as per Data Template	View File
Reports of Placement Cell for during the year	View File
Appointment letters of 10 percent graduates for each year	View File
Any other relevant information	No File Uploaded

5.2.2 - Number of student progression to higher education during the academic year

5.2.2.1 - Number of outgoing students progressing from Bachelor to PG (A1).

9

File Description	Documents
Data as per Data Template	View File
Details of graduating students and their progression to higher education with seal and signature of the principal	View File
Documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded

5.2.3 - Number of students qualifying state/national level examinations during the year (eg: NET/SLET/ TET/ CTET)

12

File Description	Documents
Data as per Data Template	View File
Copy of certificates for qualifying in the state/national examination	View File
Any other relevant information	View File

5.3 - Student Participation and Activities

5.3.1 - Student council is active and plays a proactive role in the institutional functioning Describe the ways in which student council plays a proactive role in the institutional functioning and contribute for students welfare in not more than 100 - 200 words

College has constituted Student Council for the smooth functioning and administration of the college. It plays proactive role in the institutional functioning and contribute for student welfare. Constitution of student council is purely on election basis. Notice of election displayed on notice board as well as circulated in students WhatsApp groups. Various committees are formed in the college to facilitate academic and administrative functions of the institution. Students of these committees assist in planning and execution of all activities organised in the institution. All these committees have students' representation.

In various committees of the college student's representation is sought i.e, IQAC Committee, Internship Committee, Seminars and Extension Lectures Committee, Placement cell, Anti ragging committee, Cultural Events Committee, Youth Welfare Committee,

Anti-Ragging Committee, Campus Cleanliness & Beautification Committee, Literary, Dramatics, Fine Arts Society, Eco Club, Sports Society and IT club etc.

Students of various committees work as a team to initiate, plan and supervise various activities which are necessary for smooth functioning and to ensure the quality of education imparted in the college.

File Description	Documents
Copy of constitution of student council signed by the Principal	View File
List of students represented on different bodies of the Institution signed by the Principal	View File
Documentary evidence for alumni role in institution functioning and for student welfare	View File
Any other relevant information	View File

5.3.2 - Number of sports and cultural events organized at the institution during the year

34

File Description	Documents
Data as per Data Template	View File
Reports of the events along with the photographs with captions and dates	View File
Copy of circular / brochure indicating such kind of events	View File
Any other relevant information	View File

5.4 - Alumni Engagement

5.4.1 - Alumni Association/Chapter (registered / non-registered but functional) contributes significantly for the development of the institution Describe the role of alumni association in the development of institution in not more than 100 - 200 words highlighting two significant contributions in any functional aspects

Alumni Association of GHG Harparkash College of Education for Women Sidhwan Khurd is serving the community since 1955. A large

number of alumni working in the field of education in India and abroad. According to the Constitution of Alumni Association of the institution every pass out student of various courses (B.Ed., M.Ed. and PG Diploma in Guidance & Counselling) and members of the teaching staff of the institution are alumni of the college. Alumni of the college contribute and participate in the progress of the college. Two significant contributions of alumni are:

1. Alumni are invited as experts in various workshops and extension lectures as per their expertise organised by the college for students. College invites alumni to provide guidance to the students for Youth Festival and Skill in-teaching and Teaching-aid Preparation Competitions.

2. Alumni contribute financially to help poor students.

File Description	Documents
Details of office bearers and members of alumni association	View File
Certificate of registration of Alumni Association, if registered	No File Uploaded
Any other relevant information	View File

5.4.2 - Alumni has an active role in the regular institutional functioning such as Motivating the freshly enrolled students Involvement in the in-house curriculum development Organization of various activities other than class room activities Support to curriculum delivery Student mentoring Financial contribution Placement advice and support

All of the above

File Description	Documents
Documentary evidence for the selected claim	View File
Income Expenditure statement highlighting the alumni contribution	View File
Report of alumni participation in institutional functioning for the academic year	View File
Any other relevant information.	No File Uploaded

5.4.3 - Number of meetings of Alumni Association held during the year

2

File Description	Documents
Data as per Data Template	View File
Agenda and minutes of the meeting of Alumni Association with seal and signature of the Principal and the Secretary of the Association	View File
Any other relevant information	No File Uploaded

5.4.4 - Alumni Association acts as an effective support system to the institution in motivating students as well as recognizing, nurturing and furthering any special talent/s in them. Describe the mechanism through which Alumni Association acts as an effective support system to the institution in motivating, nurturing special talent in not more than 100 - 200 words

Alumni Association of GHG Harparkash College of Education for Women is very much functional which acts as an effective support system for Student Welfare and college functioning. College has Facebook page and WhatsApp group to enhance and maintain links with alumni. For Maintaining the updated and current information of all Alumni, all information/forms/ google forms are shared in these groups. To encourage, foster and promote close relations among the alumni college holds meetings with our Alumni. Our alumni interact with freshly enrolled students of M.Ed., B.Ed. and PGDGC about their training experiences and cultural practices of the institution. Our alumni motivate the students of M.Ed., B.Ed. and PGDGC students about new innovative methods and also motivate them to work hard to analyse & develop their self-capacities. We invite our alumni to act as Resource Persons in various

activities, functions and programme organised by the college for student welfare. We seek Alumni support in curriculum delivery. Student mentoring is also a special feature of our alumni. Financial support is also provided by members of our Alumni. Support and guidance to students in various activities of youth festival by Alumni a significant feature of Alumni Association of the college.

File Description	Documents
Documentary evidence in support of the claim	View File
Any other relevant information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership and participatory mechanism in tune with the vision and mission Describe the vision and mission statement of the institution on the nature of governance, perspective plans and participation of the teachers, students and non-teaching staffs in its decision making bodies of the institution in not more than 100 - 200 words.

The institution has a participatory administrative structure that involves the teacher as well as the students in college administration from the lowest to the highest levels. The management of the college has a decentralized democratic approach for functioning of each school or college. Since this is Govt. aided College, Management has given freedom to principals to follow the instructions of DPI Punjab and Panjab University, Chandigarh. Transparency is rooted in the institutional culture and is reflected at the highest levels of decision making as well as in the day-to-day administration of the college. The institution is functioning under the leadership of registered body of Shri Guru Har Gobind Ujjagar Hari Trust.

The Institution has a mechanism of providing operational autonomy to various functionaries in order to ensure a Decentralized Governance System. The principal in consultation with the faculty, nominates different committees for planning and implementation of different academic, student administration and related policies. Faculty Members are given representation in various Committees/Cells. Every year, the composition of different committees is changed to ensure a uniform exposure of duties for

academic and professional development of faculty members.

File Description	Documents
Vision and Mission statements of the institution	View File
List of teachers, students and non-teaching staff on decision making bodies of the institution with seal and signature of the Principal	View File
Documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded

6.1.2 - Institution practices decentralization and participative management Describe the process of decentralization and participative management practiced in the institution in not more than 100 - 200 words

The Governing body of the College has two staff nominees along with the principal. The IQAC of the college is the highest decision-making body within the college which consists of faculty and office bearers of student council of the college. The senate meets regularly to discuss all administrative, academic and financial matters. Periodic meetings of the head of the institution with faculty members are held to discuss and deliberate upon wide ranging academic and administrative matters. The principal holds meetings with the entire college faculty to show the plans and future programs envisaged by the college management. The administration of the college is totally decentralized:

? The management of the college has a decentralized democratic approach for functioning of each school or college. The principal is given of all freedom to run the college and manage finance. Since this is Govt. aided College, Management has given freedom to principals to follow the instructions of DPI Punjab and Panjab University, Chandigarh.

? The principal decentralizes the power among senior teacher. Various committees are formed by the principal and decisions are taken by the committee and the principal together.

? The issues are put and discussed by the staff collectively and then suggestions are taken.

File Description	Documents
Relevant documents to indicate decentralization and participative management	View File
Any other relevant information	No File Uploaded

6.1.3 - The institution maintains transparency in its financial, academic, administrative and other functions Describe the efforts of the institution towards maintenance of transparency in its financial, academic, administrative and other functions in not more than 100 - 200 words.

Institution strictly adheres to the academic calendar. Admission notifications are made on website. Admission forms are processed offline, with all the relevant details explained in the prospectus and also on the website. The entire academic plan is clearly explained to all students in a compulsory Induction Programme addressed by the principal and senior faculty.

There is provision for re-evaluation, remedial examinations and grievance redressal system. Internal assessment/evaluation are displayed on notice board.

Recruitments and Staff Promotions are also undertaken with utmost transparency. All posts are advertised in leading newspapers and list of candidates screened and called for interview are displayed on the college website. Notices are promptly shared on WhatsApp group. Govt. regulations and amendments are promptly placed before the concerned bodies, circulated, displayed on website and implemented. Annual teachers return is sent to university, Institution strictly follows all the rules and regulations of the Government of Punjab. Its Annual Budget and Annual Accounts are prepared as per norms and are placed before the management Committee and C.A. The Bursar signs all bills/transactions. Propriety is ensured with regular audits by Chartered Accountant and State Government. The fee description is given in prospectus and on website, fees withdrawal/refund as per university norms.

File Description	Documents
Reports indicating the efforts made by the institution towards maintenance of transparency	View File
Any other relevant information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic plan is effectively deployed Describe one activity successfully implemented based on the strategic plan with details of deployment strategy, during the year in not more than 100 - 200 words

Increasing Co-Curricular & Extra Curricular Engagement of Students has been one of the most important plans of the Strategic Plan. Youth festivals provide a platform for students to strive for holistic development leading to synergic effects. G.H.G.Harparkash college of education for women has taken initiative to participate in zonal and inter zonal youth and heritage festival. Our students won the overall 2nd runners-up trophy in the Zonal Youth and Heritage Festival organised by Panjab University, Chandigarh Zone B (Educational Colleges), held at Sant Darbara Singh College of Education for Women, Lopon. G.H.G.Harparkash college of education for women Shines at Panjab University Zonal Youth & Heritage (professional zone B) festival 2022 with 38 Prizes. The Zonal Youth Festival, held at, Sant Darbara Singh College of Education for Women, Lopon. from 31 October to 2nd November-2022, provided a platform for students from different colleges to showcase their skills in various fields such as music, dance, fine art, theatre and more. The festival aimed to promote cultural exchange, foster creativity, and nurture talent among the youth.

File Description	Documents
Link to the page leading to Strategic Plan and deployment documents	https://www.sidhwankhurdeducation.com/sites/default/files/pdf_downloads/Strategic%20plan%202022-23.pdf
Documentary evidence in support of the claim	View File
Any other relevant information	View File

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. Describe the functioning of the institutional bodies in not more than 100 - 200 words.

Administrative Set Up:

The Management and the Principal form the nucleus of the administration with the former being the final authority in all financial matters The Principal is vested with the day-to-day running of the college. She has her team of the IQAC Coordinator, the Teaching and non-teaching staff to assist her in the discharge of work.

The Functions of Various Bodies:

The Sub-Committees, take important decisions regarding finance, building construction, renovation and maintenance and issues related to the college.

Service Rules, Procedures, Recruitment and Promotion Policies:

Service rules and procedures are guided by the Panjab University Calendar, and the rules of the State Government as amended from time to time in this regard.

The recruitment rules for the teaching staff are as per the Panjab university along with the eligibility criteria prescribed by the UGC. The promotional policies for teachers are according to UGC, CAS and state govt and for nonteaching staff according to state govt.

Grievance Redressal Mechanisms:

There are several Grievance Redressal Mechanisms including the Anti-Sexual Harassment Cell with its Internal Complaints Committee; the Anti-Ragging Cell; a Grievance Redressal Cell with online/offline complaints boxes prominently placed and the full implementation of Right to Information.

File Description	Documents
Link to organogram on the institutional website	https://www.sidhwankhurdeducation.com/sites/default/files/pdf_downloads/Organogram_0.pdf
Documentary evidence in support of the claim	View File
Any other relevant information	View File

6.2.3 - Implementation of e-governance are in the following areas of operation Planning and Development Administration Finance and Accounts Student Admission and Support Examination System Biometric / digital attendance for staff Biometric / digital attendance for students

All of the above

File Description	Documents
Data as per Data Template	View File
Screen shots of user interfaces of each module	View File
Annual e-governance report	View File
Geo-tagged photographs	View File
Any other relevant information	View File

6.2.4 - Effectiveness of various bodies / cells / committees is evident through minutes of meetings and implementation of their resolutions / decisions Describe one decision based on the minutes of the meetings of various Bodies / Cells / Committees which is successfully implemented in not more than 100 - 200 words.

INTER COLLEGE COMPETITION COMMITTEE

Various committees are formed in the College for the smooth and efficient management of activities. It also gives the opportunity to the faculty to grow and develop in their extracurricular activity/field and administrative skills. The committees are constituted by the principal for one academic year or until new committees are constituted. The outgoing Conveners/ In-charges of the committees are expected to hand over all the relevant documents/files to the new Conveners /In- charges in the presence of the principal.

Responsibilities:

- a) The Committee shall be responsible for all intra and inter college events in the College.
- b) To plan and schedule events for the academic year. (Tentative dates to be included in the academic calendar of the institute.) by delegating various tasks.
- c) To the procedure to organize events
- d) To communicate about various competitions and events to be celebrated in the college and give a wide publicity.
- e) Arranging events/programs for staff and students in coordination with other Committees.

The committee decided in its meeting dated 3rd April, 2023 to host

Panjab University Skill in Teaching and Teaching aid preparation Intercollege Competition on 28th April, 2023. Nine colleges of zone B participated in different subjects. The college hosted the event in very successful manner.

File Description	Documents
Minutes of the meeting with seal and signature of the Principal	View File
Action taken report with seal and signature of the Principal	View File
Any other relevant information	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - Effective implementation of welfare measures for teaching and non-teaching staff is in place Describe the existing welfare measurements for teaching and non-teaching staff and their implementation in not more than 100 - 200 words

Institution has effective welfare measures in place for its teaching and non-teaching staff. The various welfare schemes are as follows:

-On campus medical facilities

-Medical Allowance

-Maternity benefits as per norms

- All the non-doctoral staff members are encouraged to get enrolled for Ph.D. program.

- Employees' Welfare Fund

The following facilities are also provided to employees for efficient functioning:

-Medical leave

-Psychological counselling

-24-hour power back-up

-Wi-Fi facility.

- Workspace
 - Computing facility
 - Canteen
 - Identity cards
 - Sports facilities
 - Faculty members have been supported to attend professional growth programmes.
 - Working women hostel
 - In order to encourage the young faculty to pursue a vibrant research career Seed money have been provided early in their career.
 - Mechanism is available for providing refundable loans without interest in case of any emergencies to staff as per need.
- Class 4 employees are provided with free accomodation in the campus.
- The staff is encouraged to give suggestions and regular feedback to improve the welfare measures in the Institute.

File Description	Documents
List of welfare measures provided by the institution with seal and signature of the Principal	View File
List of beneficiaries of welfare measures provided by the institution with seal and signature of the Principal	View File
Any other relevant information	View File

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

7

File Description	Documents
Data as per Data Template	View File
Institutional Policy document on providing financial support to teachers	View File
E-copy of letter/s indicating financial assistance to teachers	View File
Certificate of participation for the claim	View File
Certificate of membership	No File Uploaded
Income Expenditure statement highlighting the financial support to teachers	View File
Any other relevant information	No File Uploaded

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

5

File Description	Documents
Data as per Data Template	View File
Brochures / Reports along with Photographs with date and caption	View File
List of participants of each programme	View File
Any other relevant information	No File Uploaded

6.3.4 - Number of teachers undergoing online / face to face Faculty Development Programmes (FDPs) viz., Orientation Programme and Refresher Course of the ASC / HRDC, Short Term Course and any other similar programmes

8

File Description	Documents
Data as per Data Template	View File
Copy of Course completion certificates	View File
Any other relevant information	No File Uploaded

6.3.5 - The institution has a performance appraisal system for teaching and non-teaching staff
Describe the process of performance appraisal system for teaching and non-teaching staff in not more than 100 - 200 words.

Teaching Staff

a) The performance of each faculty member is assessed according to the Annual self appraisal report based on which ACR is written by the principal and countersigned by the secretary of management committee.

b) The institute undertakes a wide range of activities besides academics, for which faculty members are assigned additional duties and responsibilities. Institute accords appropriate weightage for these contributions in their overall assessment.

c) The PBAS/ CAS proforma filled by the Faculty Member is checked and verified by the principal and forwarded to affiliating uni and DPI for promotion.

d) Promotions are based on the PBAS proforma for UGC Career Advancement Scheme (CAS) that is based on the API score.

e) Faculty members whose promotions are due are recommended based on their API score and are required to appear before the screening-cum-selection committee from uni.

Non-Teaching Staff

All non-teaching staff are also assessed through Annual Confidential Reports. The various parameters for staff members are assessed under different categories i.e. Character and Habits, Departmental Abilities, Capacity to do hard work, discipline, Reliability, Relations/Co-operation with superiors, subordinates, colleagues, students and public, Power of Drafting, efficient organization of documents and technical abilities.

File Description	Documents
Proforma used for performance appraisal for teaching and non-teaching staff with seal and signature of the Principal	View File
Performance Appraisal Report of any three teaching and three non-teaching staff with seal and signature of the Principal	No File Uploaded
Any other relevant information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal or /and external financial audit regularly Describe the process of internal and external financial audits along with the mechanism for settling audit objections, if any, during the year in not more than 100 - 200 words

The institution conducts both internal and external financial audit. The financial matters are looked after by principal, bursar and accountant.

Internal Audit: -

The internal auditor (Chartered Accountant of the institution) carries out financial audit regularly and submit quarterly reports. The following areas are covered under internal audit-

- Budget V/s Actual performance
- Revenue and Expenditure Audit
- Fixed deposits and interest receipt
- Fixed assets and purchases
- Statutory compliance on TDS, EPF
- Salary statement of employees
- Repair Maintenance expenditure
- Hostel Expenditure

External Audit: -

Accounts of the institution are audited by Deputy Director (Audit Finance/Revenue), Department of Finance, Govt of Punjab. External Audit (every five years) is also carried out by AG of Punjab (Audit General of Punjab) for grants received from Punjab Govt.

File Description	Documents
Report of Auditors of during the year signed by the Principal.	View File
List of audit objections and their compliance with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

6.4.2 - Funds / Donations received from non-government bodies, individuals, philanthropists averaged over the year (not covered in Criterion III)(INR in Lakhs)

Fourteen lakh Twenty two thousand Six Hundred fifty seven

File Description	Documents
Data as per Data Template	View File
Income Expenditure statements highlighting the relevant items with seal and signature of both the Chartered Accountant / Principal	View File
Copy of letter from the NGO / Individual / Philanthropists stating the Fund / Donation given	View File
Any other relevant information	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources are in place. Describe the procedure of mobilization of funds and its optimal utilization in not more than 100 - 200 words.

Mobilization of funds

? The college is under grant -in- aid scheme, so the 95% of the salaries of sanctioned posts are granted by Punjab govt.

? 5% of salaries (now 25%) is contributed by management.

? Student fee is major source of income for institute.

? Management provides need-based loans to individual colleges.

? Various government and non-government agencies sponsor events like seminars and workshops.

? Alumni contributed by raising funds during 2022-23.

Utilization of Funds

? Grant from govt and management share is used for salaries of employees.

? Admission fee and tuition fee are sent to Pb govt.

? University funds are sent to university.

? Salaries of additional staff are supported out of student fee.

? Purchase committee seeks quotations from vendors for the purchase of equipment, computers, books, etc.

Resource Mobilization Policy and Procedure

? Budget is scrutinized and approved by the Principal and budget committee.

? Statutory auditors are also appointed who certify financial statements in every financial year.

? The grants received by college are also audited by certified auditors.

Optimal utilization of resources

? The college infrastructure is utilized as an examination Centre for Government examinations/University Examinations.

? Library functions beyond the college hours for the benefit of students, faculty, and alumni.

File Description	Documents
Documentary evidence regarding mobilization and utilization of funds with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) or any other mechanism has contributed significantly for institutionalizing the quality assurance strategies Describe the process adopted by the institution for quality assurance through IQAC or any other mechanism in not more than 100 - 200 words

The IQAC meetings are conducted once every quarter to discuss about improving the academic and administrative activities with solid agenda.

The IQAC discusses with academic council and heads of different committees, cells and societies at the beginning of each academic session to coordinate work allotments of teachers so that teachers with specialized skills are utilized for duties so as to benefit students. It takes constant effort from the IQAC's end to motivate teachers to constantly update their teaching methodologies and skills with the changing times.

The IQAC takes initiatives to organize Faculty development programmes and Faculty enrichment Programmes for the teachers to acquaint themselves with latest ICT tools, teaching strategies and research.

File Description	Documents
List of activities responsible for ensuring quality culture in the Institution with seal and signature of the principal	View File
Any other relevant information	No File Uploaded

6.5.2 - The institution reviews its teaching-learning process periodically through IQAC or any other mechanism Describe the process adopted by the institution for reviewing Teaching-Learning Process periodically in not more than 100 - 200 words.

Academic audit is conducted annually by IQAC to review teaching learning process. Following process is adopted to review and improve the same.

- i. Formation of What's app groups.
- ii. Implementation of online learning through online platforms like Learning Management System, Google Meet, Zoom etc.
- iii. Assessment through offline tests and assignments.
- iv. Implementation of Blended Learning (offline and online learning)
- v. Sensitizing and Training teachers' about innovative trends and methodologies through Seminars, FDPs and workshops; re-training of faculties to enhance their knowledge, online teaching skills and participation in Academic, Research, Extension and Outreach Programs.

Following activities were also organised:

National Seminar on "Paradigm Shift in Learning Content and Experiences for Futuristic Education"

In house seminar on TET-structure syllabus, tips and tricks to crack PSTET/CTET

Workshop for Administrative Staff on Communication Skill

Extension lecture on yoga & Fit life, Role of positive thinking on personal development and achievement in life, Stress Management and Mental Health, The role of youth in Sustainable Development

Two days' workshop on Capacity building and skill development

Extension lecture by "S. Manpreet Singh Grewal, President of Natural Farmers Association" on occasion of Save Mother Earth.

Extension lecture on "Secure Digital Banking"

Free of cost Personality Development Programme for college student and for community

Workshop on E-Content Development, communication skills, employability skills, "SWOT Analysis.", "Usage of LMS"

File Description	Documents
Appropriate documents to show the visible improvement/s in Teaching-Learning Process with seal and signature of the Principal	View File
Any other relevant information	View File

6.5.3 - Number of quality initiatives taken by IQAC or any other mechanism for promoting quality culture during the year

130

File Description	Documents
Data as per Data Template	View File
Report of the work done by IQAC or other quality mechanisms	View File
List of quality initiatives undertaken by IQAC / other quality mechanism signed by the Principal	View File
Any other relevant information	No File Uploaded

6.5.4 - Institution engages in several quality initiatives such as Regular meeting of Internal Quality Assurance Cell (IQAC) or other mechanisms; Feedback collected, analysed and used for improvements Timely submission of AQARs (only after 1st cycle) Academic Administrative Audit (AAA) and initiation of follow up action Collaborative quality initiatives with other institution(s) Participation in NIRF

Four of the above

File Description	Documents
Data as per Data Template	View File
Link to the minutes of the meeting of IQAC	https://www.sidhwankhurdeducation.com/sites/default/files/download_files/Minutes%20of%20IQAC%20Meetings%202022-23.pdf
Link to Annual Quality Assurance Reports (AQAR) of IQAC	https://www.sidhwankhurdeducation.com/aqar/report
Consolidated report of Academic Administrative Audit (AAA)	View File
e-Copies of the accreditations and certifications	View File
• Supporting document of participation in NIRF	No File Uploaded
Feedback analysis report	View File
Any other relevant information	No File Uploaded

6.5.5 - Institutions keeps track of the incremental improvements achieved in academic and administrative domains of its functioning through quality assurance initiatives For first cycle: Describe two examples to show incremental improvements achieved within the institution during the year in not more than 100 - 200 words each For second and subsequent cycles: Describe two examples to show incremental improvements achieved within the institution due to quality initiatives since the previous accreditation in not more than 100 - 200 words each

Institution keeps track of the incremental improvements since the previous accreditations in academic and administrative domains due to quality initiatives

- E-Content and ICT enabled practices were developed to have a repository of resources for students and teachers.
- Strengthened Teaching-Learning process through LMS and other digital platforms.
- ICT facilities were strengthened.
- Latest books on Research and innovations in teaching were added in the library.
- Innovative methods for teaching were used

- Online feedback system was used.
- Value added courses on 1) Digital literacy 2) communication skills 3) Open Educational Resources 4) Self-Management 5) Career Counselling Skills 6) ICT Tools for teaching and learning.
- Quality Enhancement Initiatives in Administrative domain
 - o Institutional strategic plan, e-governance and deployment of ICT facility.
 - o Decentralization of authority, providing opportunities to demonstrate leadership skills.
 - o Library management software and remote access facility.
 - o Upgradation of college website.
 - o College campus with Wi-fi, 24/7 security and free medical facility.
 - o Frequent upgradation of IT facilities.
 - o Fee concession and scholarships schemes.
 - o Strengthened Alumni association's role in college affairs.
 - o Academic and Administrative Audit by internal committee.
 - o Resource room for disabled.
 - o e- Content recording room.

File Description	Documents
Relevant documentary evidence in support of the claim	View File
Any other relevant information	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Institution has a stated energy policy streamlining ways of energy conservation, use of alternate sources of energy for meeting its power requirements Describe the institution's energy policy streamlining ways of energy conservation, use of alternate sources of energy for meeting its power requirements in not more than 100 - 200 words.

GHG Harparkash College of Education for Women, Sidhwan Khurd has a clearly stated energy policy which focuses on energy management and energy conservation.

- Solar panels (50 KW on-grid and 10 KW off-grid) are installed to cater the energy needs of the Institution.
- The institution promotes the adoption of energy saving appliances and devices and replacement of old devices with energy efficient ones.
- All classrooms are having glass windows and natural light passes through so there is less need of artificial lighting.
- Captions related to saving energy are pasted at switchboards in classrooms, staff room, office, hostels etc.
- Students and staff are advised to follow energy conservations practices.

File Description	Documents
Institution's energy policy document	View File
Any other relevant information	View File

7.1.2 - Institution has a stated policy and procedure for implementation of waste management Give a brief note on the institution policy for waste management along with its implementation procedure in not more than 100 - 200 words.

'Rethink, Reduce, Reuse and Recycle' principle is followed while managing waste of the campus. Following steps are being taken:

- All type of waste from classrooms, office, hostel and mess is collected and managed through segregation of different type of waste using three types of dustbins-Green, Blue and Red.
- Sweepers are well aware about segregation of all types of waste and everyone is advised not to litter.
- The college has functional vermi-compost unit. All green waste is utilized for making compost which is used in plants and pots.
- Waste from blue and red bins are periodically sold to Junk dealer.
- Waste water from all sources is collected in a tank and pumped to agricultural fields by the Pump Operator.
- Use of single-use plastic bags and bottles is discouraged.
- e-waste is collected in a separate room.
- Students are encouraged to minimize the wastage of paper.
- Left-over sheets of internal examination sheets and old

practical files are used for rough work by faculty members.

- Seminar 'Save Mother Earth' is organised every year to sensitize students and employees to wards clean environment. Informal interactions about sustainable environment are regularly conducted with students.

File Description	Documents
Documentary evidence in support of the claim	View File
Any other relevant information	View File

7.1.3 - Institution waste management practices include Segregation of waste E-waste management Vermi-compost Bio gas plants Sewage Treatment Plant

Four of the above

File Description	Documents
Documentary evidence in support of each selected response	View File
Geo-tagged photographs	View File
Income Expenditure statement highlighting the specific components	View File
Any other relevant information	View File

7.1.4 - Institution has water management and conservation initiatives in the form of 1. Rain water harvesting 2. Waste water recycling 3. Reservoirs/tanks/ bore wells 4. Economical usage/ reduced wastage

All of the above

File Description	Documents
Income Expenditure statement highlighting the specific components	View File
Documentary evidence in support of the claim	View File
Geo-tagged photographs	View File
Any other relevant information	View File

7.1.5 - Institution is committed to maintenance of cleanliness, sanitation, green cover and providing a pollution free healthy environment Describe the efforts of the institution towards maintenance of cleanliness, sanitation, green cover and providing a pollution free healthy environment in not more than 100 - 200 words

- College has a Functional Eco-club.
- College has a Cleanliness Committee to supervise cleanliness and sanitation of campus.
- The college is successfully running vermi-compost unit.
- Waste management is done through segregation of different type of waste using three types of dustbins.
- Captions regarding saving water are pasted near all taps in the college and hostels etc. and push type taps are installed on water coolers to avoid wastage of water.
- Students are encouraged to minimize the wastage of paper and left-over sheets of internal examination sheets are used for rough work by faculty members.
- A HERBAL GARDEN is established in the college with a variety of medicinal plants and herbs. NANAK BAGICHI is also there in which fruit plants are grown on the name of Shri Guru Nanak Dev Ji.
- Under the patronage of Guru Hargobind Ujjagar Hari Trust, Sidhwan Khurd, Sidhwan Institutions jointly organized an extension lecture 'SAVE MOTHER EARTH- Sustainable and Organic Farming' by S. Manpreet Singh Grewal, President National Farmer Association, a progressive and organic farmer, to inculcate health and environmental consciousness among the students and faculty.
- It is the tradition of our college to present 'Saplings' to our guests on different occasions.
- Environmental Awareness as a part of course curriculum is taught through 'Sustainable Environment and World Peace' in M.Ed. class and 'Environmental Education' and 'Gardening' (Craft) in B.Ed. class.

File Description	Documents
Documents and/or photographs in support of the claim	View File
Any other relevant information	View File

7.1.6 - Institution is committed to encourage green practices that include Encouraging use of bicycles / E-vehicles Create pedestrian friendly roads in the campus Develop plastic-free campus Move towards paperless office

All of the above

Green landscaping with trees and plants

File Description	Documents
Videos / Geotagged photographs related to Green Practices adopted by the institution	View File
Circulars and relevant policy papers for the claims made	View File
Snap shots and documents related to exclusive software packages used for paperless office	View File
Income- Expenditure statement highlighting the specific components	View File

7.1.7 - Number of expenditure on green initiatives and waste management excluding salary component during the year (INR in Lakhs)

.2075

File Description	Documents
Data as per Data Template	View File
Income Expenditure statement on green initiatives, energy and waste management	View File
Any other relevant information	View File

7.1.8 - Institution puts forth efforts leveraging local environment, locational knowledge and resources, community practices and challenges. Describe institution's efforts showcasing the way it leverages local environment, locational knowledge and resources, community practices and challenges in not more than 100 - 200 words

- **Dr. Amandeep Kaur (Principal), Dr. Kiran Duggal, Dr. Sarvjeet Kaur and Dr. Shally (Associate Professors) are approved supervisors in the subject of Education and supervising Ph.D. Research Scholars of Department of Education of Panjab University, Chandigarh.**
- **The college is Panjab University approved Research Centre to run Ph.D. Course work in the subject of Education for Ph.D. Research Scholars from nearby areas.**
- **Sidhwan Institutions organize SAVE MOTHER EARTH annual seminar to inculcate environmental and health consciousness**

among folks. This effort significantly contributed in making people of surrounding areas aware about environmental and health issues. This year an extension lecture on 'Sustainable and Organic Farming' by S Manpreet Singh Grewal, President, Natural Farmers Association was organized.

- Visit to 'Braille Bhawan' (Blind School), Ludhiana was organized to sensitize the students about the needs of special children.
- Donation Camps in Slum areas of Jagraon were organized to sensitize the students about service of humanity and to serve our fellow beings who are in need.
- Faculty members of the college are invited as Resource persons to deliver Expert Talks on their areas of specialization.
- College NSS Unit organized a Seminar on 'Women Rights' to commemorate International Women day on 8th March, 2023.
- The NSS Unit of the college organized 7 days NSS Camp from 24th March to 31st March, 2023 and various activities throughout the session.

File Description	Documents
Documentary evidence in support of the claim	View File
Any other relevant information	View File

7.1.9 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization 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 Annual awareness programmes on the Code of Conduct are organized

A. All of the above

File Description	Documents
Copy of the Code of Conduct for students, teachers, administrators and other staff of Institution / Affiliating University	View File
Web-Link to the Code of Conduct displayed on the institution's website	View File
Reports / minutes of the periodic programmes to appraise adherence to the Code of Conduct	View File
Details of the Monitoring Committee, Professional ethics programmes, if any	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices (as per NAAC format given on its website)
Describe any two best practices successfully implemented by the institution as per NAAC format

Best Practice-I

Title:- Curriculum Enrichment for Personality Development.

Objective:- To equip B.Ed. students with Creativity, Teaching Skills, Thinking Skills, Life Skills, IT Skills, Communication and Employability skills.

The Context:- As most of the students are from rural background, they have less exposure and communication skills. Therefore various workshops, Value added courses, Capacity building programmes, Excursions, Visits, Personality and Skill Development Programmes are needed for the students.

The Practice:- Various workshops, courses and programmes are organised throughout the session.

Evidence of Success:- Better communication skills, enhanced personality, self confidence, developed IT skills, life skills and better academic outcomes.

Problem Encountered:- No problem was encountered while executing

these programmes.

Best Practice:-II

Title:-Maintenance of Eco-friendly Environment.

Objective:- To promote and maintain eco-friendly,sustainable and healthy environment.

The Context:- To preserve our planetby adopting eco-friendly practices is need of the hour.

The Practice:- Various green practices like Using Solar Energy,Plantation Drives, Responsible waste management, Vermicomposting, Presenting Saplings to guests and dignitaries, maintenance of gardens and lawns, discouraging single use plasticand participation in Flower shows are adopted.

Evidence of Success: - By adopting green/ecofriendly practices we live in a healthy and serene environment and a positive attitude towards environment among our students is developed. Students take participation in these activities with full zeal and satisfaction asthey feelthat we contribute to achieve Sustainable Development Goals-3,6,7,12,13&15.

Problem Encountered: - No problem was experienced in practicing these activities.

File Description	Documents
Photos related to two best practices of the Institution	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

7.3.1 - Performance of the institution in one area of distinctiveness related to its vision, priority and thrust Describe the institutional performance in one area of distinctiveness related to its vision, priority and thrust in not more than 100 -200 words

1. The college is premier Teacher Education Institute which is serving in the field of women education by providing quality education tothe girls of rural areas of Punjab
2. Only rural college in Punjab which is Panjab University approved Research Centre and is running Ph.D. Course work in the subject of Education.
3. Capacity Building and Skill Development Programs are

organized for B.Ed. students to train them and to improve their communication and teaching skills.

4. Eco-friendly and green practices are regular feature of our institution.
5. Bhai Narain Singh Memorial 'Save Mother Earth' Seminar (Extension Lecture) are organized annually to inculcate environmental and health awareness among folks.
6. Every year 'Founders' day Memorial scholarships are provided in the field of Academics, Sports and Religion. One student is awarded 'Student of the Year' scholarship.
7. The college provides 'Book Bank' Facility to meritorious and needy students. Students get books from Book Bank for the whole session.
8. Remedial Teaching is provided to the Potential group and Booster group, subject wise expert teachers are appointed to take their classes after taking house examination.

File Description	Documents
Photo and /or video of institutional performance related to the one area of its distinctiveness	View File
Any other relevant information	No File Uploaded