



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution

S.D.P. College for Women,
Ludhiana, Punjab

- Name of the Head of the institution **Ms. Sudesh Bhalla**
- Designation **Offg. Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **01612743992**
- Mobile no **9872878782**
- Registered e-mail **sdpcollegeldh@yahoo.co.in**
- Alternate e-mail **sdpcollegeldh@gmail.com**
- Address **S.D.P. College for Women, Daresi Road, Behind Chand Cinema Ludhiana**
- City/Town **Ludhiana**
- State/UT **Punjab**
- Pin Code **141008**

2.Institutional status

- Affiliated /Constituent **Affiliated**
- Type of Institution **Women**
- Location **Urban**

- Financial Status **Grants-in aid**
- Name of the Affiliating University **Panjab University , Chandigarh**
- Name of the IQAC Coordinator **Ms. Ruby**
- Phone No. **01612741830**
- Alternate phone No.
- Mobile **7009471453**
- IQAC e-mail address **iqacsdp@gmail.com**
- Alternate Email address **rubykansal24@gmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year)

https://sdpcollege.com/xelcms/public/uploads/aqar/1701666846_57242c9bb2af981a92b8.pdf

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

https://sdpcollege.com/xelcms/public/uploads/academic/1389897262_Academic%20calendar%202022-23.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	77.50	2005	28/02/2005	27/02/2010
Nil	A	3.04	2016	16/12/2016	15/12/2021
Nil	B+	2.66	2022	30/08/2022	29/08/2027

6. Date of Establishment of IQAC

09/04/2005

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Punjab Government	95% Deficit Grant in Aid Scheme	Punjab Government	2022 365	1,34,98,630
UGC	-000	Central Govt	2022 365	Nil

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 **04**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report **No File Uploaded**

10. Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

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

1. As per the suggestions of IQAC members and continuous efforts put in by the faculty, we have witnessed significant increase in number of Admissions in our institute. 2. Along with Noorwala Village, Adoption of one more village "Mangat" done by NSS unit of the college during the session. 3. Honoured various stakeholders like Sarpanchs, Principals of the schools, NGO's who are constantly connected with our institute for the upliftment and development of the students. 4. Actively involved in the preparation and Implementation of Academic and Co-Academic Calendar in the college. 5. Successfully conducted Green Audit in the Campus in collaboration with Forest Department, Punjab Agriculture University, Ludhiana. 6. To cater the needs of the society and inculcate various skills in

students, introduced free short term skill cum crash courses for the students during Summer vacations. 7. Renovation and improvement in the Library of the college is done. 8. Organized awareness program on code of conduct to be followed by the students in the campus through tutorials in classes. 9. Formulated a monitoring system for measuring and recording students progression yearly at Department level. 10. Conducted two important Stakeholders meeting, first one is Alumni meet and other one is Parents Teachers meet. 11. To address and resolve Student Grievances a Regular Open Darbar (Open Interactive session) is being conducted in the college (Best Practice). 12. As the part of Participative learning and to provide the Industry Exposure, Various Industrial Visits conducted and MOU's signed. 13. Actively represented IQAC (Internal Quality Assurance cell) during NAAC PEER TEAM visit on 25th and 26th August, 2022 in the college. 14. As the strength increased in the department of Computer Science, a new computer lab was established in the session 2022-2023. 15. Online fees depositing facility for the students started.

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

Plan of Action	Achievements/Outcomes
To put more efforts to increase admission of the students	As per the suggestions of IQAC members and continuous efforts put in by the faculty, we have witnessed significant increase in the number of admissions in our institute.
Students' participation in sports and other Extra curricular activities need to be increased.	Students are always encouraged to actively participate in sports and Extra curricular activities, as a result our students have participated in various sports competitions, inter college competitions, youth festivals etc in previous session.
To encourage collaborative activities for research, faculty exchange, student exchange / MOUs at department level.	As the part of participative learning and to provide industry exposure, various Industrial Visits were conducted and MOUs were signed by various departments.

To promote capacity building and skill enhancement initiatives.	To cater the needs of the society and inculcate various skills in students, free short term skill cum crash courses were organized for students during Summer vacations.
To promote the usage of INFLIBNET, e-resources among teachers and students for effective teaching and learning.	Annual subscription has already been taken, Login of each faculty member was created, faculty members are encouraged to use the E- resources and educate the students also.
To provide more facilities for cultural activities, sports/ infrastructure etc.	Time to time addition in facilities is done by the Management like: Indoor stadium built for sports, Common rooms built for the recreational time of the students, Lush green ground and very spacious play grounds available for the students.
To organize awareness program on Code of Conduct	Organized awareness program on Code of Conduct to be followed by the students in the campus through tutorials in classes
Department of NSS and NCC will try to establish collaborations and MOUs with institutions, Industries etc. and also engage in extension activities.	Along with Noorwala village, adoption of one more village "Mangat" done by NSS unit of the college during the previous session. It will not only help to serve the society but to educate and aware the society as well.
To develop a monitoring system for measuring and recording students progression yearly at department level.	The progression committee was formed in the college; each departmental head is collecting the data of progression of their concerned department. Further Career Counseling & Guidance Cell has conducted various Seminars/Extension Lectures for educating the students about

	various career prospects.
To create awareness regarding institutional Distinctiveness programs highlighting our vision and mission.	Vision and mission of the college are written on the boards while entering in the college, regular activities like Havan, weekly assembly, Joint celebration of the festivals, Open Darbar sessions are live examples of highlighting our vision and mission.
Contribution of Alumni Association to be increased.	Annual alumni meet was conducted on 14th Feb, 2023. Alumni are actively involved in uplifting the standards of the college by representing us at various national and international levels. Moreover A bank account of Alumni Association has been opened to increase the financial contribution also.
To encourage the faculty participation in Refresher Courses/ FDP's/ Seminars/ Research papers publication etc..	Faculties are always encouraged to participate more and more in research activities. Management of the college is encouraging the faculty members by providing them seed money and duty leaves, a dedicated Research Center in the library.

13. Whether the AQAR was placed before statutory body? **Yes**

- Name of the statutory body

Name	Date of meeting(s)
SDP MANAGEMENT	25/08/2024

14. Whether institutional data submitted to AISHE

Part A**Data of the Institution**

1.Name of the Institution	S.D.P. College for Women, Ludhiana, Punjab
• Name of the Head of the institution	Ms. Sudesh Bhalla
• Designation	Offg. Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01612743992
• Mobile no	9872878782
• Registered e-mail	sdpcollegeldh@yahoo.co.in
• Alternate e-mail	sdpcollegeldh@gmail.com
• Address	S.D.P. College for Women, Daresi Road, Behind Chand Cinema Ludhiana
• City/Town	Ludhiana
• State/UT	Punjab
• Pin Code	141008
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Women
• Location	Urban
• Financial Status	Grants-in aid
• Name of the Affiliating University	Punjab University , Chandigarh

• Name of the IQAC Coordinator	Ms. Ruby																												
• Phone No.	01612741830																												
• Alternate phone No.																													
• Mobile	7009471453																												
• IQAC e-mail address	iqacsdp@gmail.com																												
• Alternate Email address	rubykansal24@gmail.com																												
3.Website address (Web link of the AQAR (Previous Academic Year)	https://sdpcollege.com/xelcms/public/uploads/aqar/1701666846_57242c9bb2af981a92b8.pdf																												
4.Whether Academic Calendar prepared during the year?	Yes																												
• if yes, whether it is uploaded in the Institutional website Web link:	https://sdpcollege.com/xelcms/public/uploads/academic/1389897262_Academic%20calendar%202022-23.pdf																												
5.Accreditation Details																													
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td>Cycle 1</td> <td>B+</td> <td>77.50</td> <td>2005</td> <td>28/02/2005</td> <td>27/02/2010</td> </tr> <tr> <td>Nil</td> <td>A</td> <td>3.04</td> <td>2016</td> <td>16/12/2016</td> <td>15/12/2021</td> </tr> <tr> <td>Nil</td> <td>B+</td> <td>2.66</td> <td>2022</td> <td>30/08/2022</td> <td>29/08/2027</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to	Cycle 1	B+	77.50	2005	28/02/2005	27/02/2010	Nil	A	3.04	2016	16/12/2016	15/12/2021	Nil	B+	2.66	2022	30/08/2022	29/08/2027
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to																								
Cycle 1	B+	77.50	2005	28/02/2005	27/02/2010																								
Nil	A	3.04	2016	16/12/2016	15/12/2021																								
Nil	B+	2.66	2022	30/08/2022	29/08/2027																								
6.Date of Establishment of IQAC	09/04/2005																												
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,																													

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Punjab Government	95% Deficit Grant in Aid Scheme	Punjab Government	2022 365	1,34,98,630
UGC	-000	Central Govt	2022 365	Nil

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	04		
<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"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded		
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No		
<ul style="list-style-type: none"> • If yes, mention the amount 			

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

1. As per the suggestions of IQAC members and continuous efforts put in by the faculty, we have witnessed significant increase in number of Admissions in our institute. 2. Along with Noorwala Village, Adoption of one more village "Mangat" done by NSS unit of the college during the session. 3. Honoured various stakeholders like Sarpanchs, Principals of the schools, NGO's who are constantly connected with our institute for the upliftment and development of the students. 4. Actively involved in the preparation and Implementation of Academic and Co-Academic Calendar in the college. 5. Successfully conducted Green Audit in

the Campus in collaboration with Forest Department, Punjab Agriculture University, Ludhiana. 6. To cater the needs of the society and inculcate various skills in students, introduced free short term skill cum crash courses for the students during Summer vacations. 7. Renovation and improvement in the Library of the college is done. 8. Organized awareness program on code of conduct to be followed by the students in the campus through tutorials in classes. 9. Formulated a monitoring system for measuring and recording students progression yearly at Department level. 10. Conducted two important Stakeholders meeting, first one is Alumni meet and other one is Parents Teachers meet. 11. To address and resolve Student Grievances a Regular Open Darbar (Open Interactive session) is being conducted in the college (Best Practice). 12. As the part of Participative learning and to provide the Industry Exposure, Various Industrial Visits conducted and MOU's signed. 13. Actively represented IQAC (Internal Quality Assurance cell) during NAAC PEER TEAM visit on 25th and 26th August, 2022 in the college. 14. As the strength increased in the department of Computer Science, a new computer lab was established in the session 2022-2023. 15. Online fees depositing facility for the students started.

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

Plan of Action	Achievements/Outcomes
To put more efforts to increase admission of the students	As per the suggestions of IQAC members and continuous efforts put in by the faculty, we have witnessed significant increase in the number of admissions in our institute.
Students' participation in sports and other Extra curricular activities need to be increased.	Students are always encouraged to actively participate in sports and Extra curricular activities, as a result our students have participated in various sports competitions, inter college competitions, youth festivals etc in previous session.
To encourage collaborative activities for research, faculty exchange, student	As the part of participative learning and to provide industry exposure, various

exchange / MOUs at department level.	Industrial Visits were conducted and MOUs were signed by various departments.
To promote capacity building and skill enhancement initiatives.	To cater the needs of the society and inculcate various skills in students, free short term skill cum crash courses were organized for students during Summer vacations.
To promote the usage of INFLIBNET, e-resources among teachers and students for effective teaching and learning.	Annual subscription has already been taken, Login of each faculty member was created, faculty members are encouraged to use the E- resources and educate the students also.
To provide more facilities for cultural activities, sports/ infrastructure etc.	Time to time addition in facilities is done by the Management like: Indoor stadium built for sports, Common rooms built for the recreational time of the students, Lush green ground and very spacious play grounds available for the students.
To organize awareness program on Code of Conduct	Organized awareness program on Code of Conduct to be followed by the students in the campus through tutorials in classes
Department of NSS and NCC will try to establish collaborations and MOUs with institutions, Industries etc. and also engage in extension activities.	Along with Noorwala village, adoption of one more village "Mangat" done by NSS unit of the college during the previous session. It will not only help to serve the society but to educate and aware the society as well.
To develop a monitoring system for measuring and recording students progression yearly at department level.	The progression committee was formed in the college; each departmental head is collecting the data of progression of their concerned department. Further Career Counseling &

	Guidance Cell has conducted various Seminars/Extension Lectures for educating the students about various career prospects.
To create awareness regarding institutional Distinctiveness programs highlighting our vision and mission.	Vision and mission of the college are written on the boards while entering in the college, regular activities like Hawan, weekly assembly, Joint celebration of the festivals, Open Darbar sessions are live examples of highlighting our vision and mission.
Contribution of Alumni Association to be increased.	Annual alumni meet was conducted on 14th Feb, 2023. Alumni are actively involved in uplifting the standards of the college by representing us at various national and international levels. Moreover A bank account of Alumni Association has been opened to increase the financial contribution also.
To encourage the faculty participation in Refresher Courses/ FDP's/ Seminars/ Research papers publication etc..	Faculties are always encouraged to participate more and more in research activities. Management of the college is encouraging the faculty members by providing them seed money and duty leaves, a dedicated Research Center in the library.
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
SDP MANAGEMENT	25/08/2024

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	04/01/2023

15. Multidisciplinary / interdisciplinary

As the New Educational Policy 2020 insists on a Multidisciplinary approach in Higher Education to broaden the scope of Higher Education through diversified fields of study and ensure flexibility and autonomy to the learner in the selection of the field of study. Multiple disciplinary approaches have been implemented at our institutional level in many ways providing courses from varied disciplines like Arts, Commerce, Management, Education and Computer, providing vocational program in field of Tax, Laws and Management, we are offering courses of many programs (BBA, BCA, B.Com etc.) where the faculty engaged is from various disciplines like languages, mathematics, computer, social sciences etc. including multidisciplinary courses (like e-commerce, accounts, computer fundamentals, mathematics etc.) as electives, promoting students to select electives provided by other departments. The institution is implementing Multidisciplinary / interdisciplinary approach through various initiatives such as internal faculty exchange for delivering extension lectures to inter related departments and the crash courses of music, computer, fine arts, cooking -baking classes, personal grooming are already running to give flavor of Indian art and culture to the students of commerce, management and I.T.

16. Academic bank of credits (ABC):

The Academic Bank of Credit is a virtual mechanism that deals with the credits earned by students of Higher Education Institutes in India and which are recognised by the University Grants Commission (UGC). The credits stored in the individual accounts of the students will give them a much larger scope of freedom in terms of their academic/career choices. The students will be able to drop out of their institute from any year/semester and exchange the credits earned so far with a certificate/diploma if eligible. They will also be able to redeem the credits and rejoin the same institute or some other institute of his/her choice at the same time or some other time in future and continue from the year/semester his education is pending from. As our college is affiliated to Panjab University, Chandigarh and the university has implemented NEP-2020 from the session 2023-24 in the University Campus only and has not yet

implemented NEP-2020 at affiliated colleges and it is proposed to be implemented from the academic session 2024-25 and Academic Bank of Credits will be implemented as per the guidelines when received from the affiliating University and the Department of Higher Education.

17.Skill development:

Skill development is a critical component of a student's journey toward personal and professional success. It contributes to holistic growth, employability, adaptability, entrepreneurship, problem-solving abilities, self-confidence, life skills, and academic success. As students embrace skill development, they prepare themselves to thrive in a competitive world where versatility and adaptability are highly prized. The college has introduced many activities pertaining to the Skill Development in the view of NEP 2020. The college students participate in various exhibitions at college level functions (Joint Diwali Mela, Teez Function, Lohri Celebration function etc.) where they exhibit their skills by setting stalls such as stalls of home decoration material through recycling of waste products by students of B.A.B.Ed and fine arts , stalls of mehandi by the students of cosmetology , food stalls by the students of home science etc. The college organizes various extension lectures and training programs with the motive to introduce various skills in the students. In the sessions 2022-23 and 2023-24, a number of Skill Development Courses have been introduced at the college level which are offered by the various departments. Aaround 25 SEC, MDC and VAC courses are running in full swings like Advanced I.T. Tools for Digital Empowerment , Rural career counselling program, Content Writing Skills, Eco friendly handicraft, The Art of stitching, Creating arts (Decorative Arts), Sports for stress free life, Art of public speaking and personality development , to name a few.

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

Indian knowledge systems have a strong foundation in Indian culture, philosophy, and spirituality and have evolved through thousands of years. These knowledge systems, including Ayurveda, Yoga, Vedanta, and Vedic sciences, are still applicable in the modern world in several ways. Our college is forever committed to preserve and promote the Indian knowledge system in all possible ways. To promote Indian languages, our college ensures the availability of high quality learning materials in the form of workbooks, textbooks, magazines, poems, plays and novels etc. We

provide students of Arts with Elective Hindi, Punjabi and Functional Hindi along with Elective English and Add-on-course in Communicative English. Moreover we have Punjabi as a compulsory subject in Bachelor of Arts, Commerce, Computer Applications, Business Administration and BA., B.Ed Integrated Degree Courses. We provide the subject 'History and Culture of Punjab as an option for the students, who are not well versed with Punjabi, so that they also become aware of the Language and cultural History of Punjab. Our college is running a meditation centre named "Chintan" wherein students are taught to manage their stress levels through the ancient techniques of yoga and exercises. We have established full-fledged departments of Fine Arts, Music and Languages to make the students connected to various forms of arts and music. The NSS unit of College often organizes "Nukkad Nataks" to promote the art of acting in the students and to make them aware of the social problems at the ground level. We often celebrate Gurupurabs, Navratras, Ashtamis etc. to promote spiritualism and the feeling of love and care for each other. To inculcate the feeling of care for each other, we are running a campaign under the name "Sharing is Caring" wherein the students and staff share the daily life usable goods with the needy people around the society.

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

Outcome-based education focuses on results rather than learning processes. Students are given clear objectives and regular evaluations of progress, and they receive personalized feedback on how well they have achieved those goals. In addition to understanding what's expected, outcome-based education also encourages transparency. Our college has adopted a very transparent system of university examinations which are conducted under the supervision of superintendents and staff from the other colleges, all the information regarding the various courses is uploaded on the college website. The basic principle of outcome-based education is that students must meet a specific standard to graduate so to maintain the standards of education we have decided a minimum percentage of marks below which a student cannot take admission in a specific course and in the similar way the university has also set a range of marks that are required to attain a degree. Besides this we are also running a rigorous system of internal assessments and practicals so that the students can participate in class in every kind of activity. It is also important for the students to meet the minimum of 75% of class attendance failing which they are not allowed to appear in the University Examinations. Further, the teachers are free to

experiment with any methodology of teaching they feel is best which includes class room lectures, multimedia lectures through smart classrooms, online lectures through Google Classroom, Google Meet, Zoom, Microsoft Teams, YouTube Channels, industrial an educational trips.

20.Distance education/online education:

The college has taken appropriate efforts to make the process of teaching learning more interesting through online mode so that this process can be continued even in the emergency situations like floods, outbreak of diseases, extreme cold and hot days etc. Teachers and students are free to use modern day applications like Email, WhatsApp, YouTube, Zoom, Google Classroom , Google Meet, Google Forms etc. so that the teaching learning process goes on without any barrier. Various ICT Tools like Computers, Smartboards, Projectors, Visualizers, Printers, Scanners, Photo Copy Machines, Fax Machines are available in the college campus which are free to use.

Extended Profile

1.Programme

1.1	457
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	632
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	543
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File
2.3	159
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	42
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	21
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	32
Total number of Classrooms and Seminar halls	
4.2	128.64
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	62
Total number of computers on campus for academic purposes	
Part B	
CURRICULAR ASPECTS	
1.1 - Curricular Planning and Implementation	

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

- SDP College for Women, being affiliated to Panjab University Chandigarh meticulously sticks to the curriculum endorsed by it.
- Faculty members contribute in the development of curriculum through their participation as the members of the University Board of Studies and Academic Councils.
- The institution ensures effective planning and implementation of the University Academic Calendar in delivering the optimum curriculum through the preparation of the Academic-cum-Activity Calendar of the college.
- To ensure the effective curriculum delivery, Principal - Staff Meeting is conducted in the beginning of the session.
- The faculty utilizes advanced ICT tools, Wi-Fi and LCD projectors while teaching.
- Faculty also diversifies their skill-set by participating in faculty development programmes, workshops, and conferences on a regular basis.
- The college library is well-occupied with books, journals, periodicals and newsletters.
- To supplement the curriculum with experiential knowledge, the institution puts forth efforts to add practical experiences through various vocational courses in the fields of B.Voc(Tax, Laws and Management).
- Besides regular classes, the college hosts a number of guest lectures, seminars, and competitions to promote contemporary teaching methods.
- Furthermore, industrial visits are planned to impart practical knowledge to the students.
- Placement cell of the college works towards employability of students.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

- The Academic-cum-Activity Calendar of the session is meticulously designed in strict adherence to the Panjab

University guidelines prior to the commencement of each session.

- The admission process is based on the University guidelines and several concessions and scholarships are offered to assist students in building a bright future.
- The Academic-cum-activity calendar includes information about the beginning and end of each session, admission dates, faculty meetings, orientation program, dates of house exams for semesters, mid-semester breaks and university exams.
- There is timely conduct of examinations with fair assessment where they are given equitable opportunities to demonstrate their knowledge.
- The student has the freedom to use suggestion box to put note of dissatisfaction with the internal examination system.
- The parents are informed about the performance of their wards on PTA Meet.
- Students showcase their creativity and talents by participating in youth festival and inter college competitions.
- A weeklong NSS camp is held where Healthy lifestyles are encouraged through activities and celebrating International Yoga Day, International Drug Abuse Day and Annual Sports Meet.
- Various industrial visits, guest lectures and national seminars bestow the students with relevant knowledge.
- The placement cell organizes a Placement Drive every year to provide employment opportunities to college graduates.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

B. Any 3 of the above

Diploma Courses Assessment /evaluation process of the affiliating University	
File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File
1.2 - Academic Flexibility	
1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented	
1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented	
0	
File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File
1.2.2 - Number of Add on /Certificate programs offered during the year	
1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)	
3	
File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File
1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year	
50	

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Institute integrates crosscutting issues relevant to professional ethics, gender, human values, environment and sustainability into the curriculum.

Some of the steps taken are below:

1. **Gender:** Numbers of programs are conducted various competitions for women and girl students. The NCC committee organizes programs on Woman Empowerment, Laws for Woman, Women's Day, The N.S.S. unit of our college has been very proactive in conducting different extension activities not only in college premises but also in adopted villages also.
2. **Environment and Sustainability:** N.S.S. promotes environmental protection through tree plantation and other sustainable development programs. N.S.S. organizes various environment related programs including tree plantation, village cleanliness, cleaning of gutters, digging of soak peats, plastic free drive, Poster Competition, Debate Competition, etc.
3. **Human Values and Professional Ethics:** To create scientific approach and social awareness among the students, lectures and quiz, essay, etc. are conducted. Guest lectures on value education have been organized for students. National festivals like Independence Day and Republic Day serve as a platform to enliven patriotic and moral values. Different social activities have been initiated by the college like Health and Hygiene awareness programs, Medical check-up camps, AIDS awareness programs, Voter's awareness program, Road safety Campaign, Blood donation camps, etc.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

4

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

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

66

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution

A. All of the above

from the following stakeholders Students
Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	https://sdpcollege.com/xelcms/public/uploads/ssr_details/1696408050_9bd0e79763deb8d9f726.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

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

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

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://sdpcollege.com/xelcms/public/uploads/ssr_details/1696408050_9bd0e79763deb8d9f726.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

632

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

supernumerary seats)

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

261

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

Advanced Learners are:

1. Motivated to visit library daily, read newspapers, magazines and books of choice. E-Journals and e-books are also provided.
2. Encouraged to solve University papers.
3. Helped to prepare notes with the help of reference books. Given free books, fee concessions and awards by Management.
4. Arrange various seminars for the students from different institutes.
5. Given opportunity to participate in academic & extra-curricular activities.
6. Encouraged to apply for Govt./Semi-Govt./Private Scholarships

Slow learners

1. Develop Lessons that Incorporate Students' Interests, Needs, and Experiences: This helps address the short attention spans of slow learners. Also, these students should be made to feel that some of the instruction has been designed with their specific interests or experiences in mind.

2. Incorporate Audio and Visual Materials: One common characteristic among slow learners is that they often learn better by seeing and hearing than by read.

3. Provided need based extra guidance for slow learners.

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

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

Number of Students	Number of Teachers
632	42

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The college combines traditional and modern modes of imparting education with greater emphasis on independent learning. These methods are:

1. The departments have been equipped with computers with Wi-Fi facility to enable the faculty to access the latest research and other advancements in their respective subjects.

2. Computers with internet facility are also available in the college library to provide browsing and computing facilities to the staff and the students.

3. The college is also a member of UGC-approved INFLIBNET N-LIST Program which provides the access to a wide range of e-journals and e-books.

4. Lecture Method includes Black Boards, Interactive Boards, Smart class rooms , Online Platforms e.g Zoom app, Google Meet, GotoMeeting app, Language Labs

5. Introductory Method includes Tutorials, Demonstration/Practicals, PPTS

6. Experimental Methods: Educational Trips cum Industrial Visits, Practical trainings cum Project work

7. Innovative practices i.e. Smart Class Rooms, Smart Boards, Computers, Visualizers, DVD/CDs and other interactive methods are used to make teaching-learning more effective & interesting.

8. Online learning platforms like Zoom, Google Meet, Google Classroom is used for online teaching. JSR Software is used for MST, monthly test record and for attendance.

9. Teachers prepare lesson plans as per division of syllabus and discuss with the students.

10. Students are motivated to visit library daily. Even the Governing Body expects the staff to update themselves by visiting library daily.

11. Group discussions are organized to enhance inter-personal skills

Students are motivated to visit library daily. Even the Governing Body expects the staff to update themselves visiting library daily.

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

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

The Institute follows ICT enabled teaching in addition to the traditional classroom education. The ICT facility was extended to cover all the departments. This provided the impetus for an augmented adoption of ICT in the teaching learning process.

ICT tools and resources available

No. of Computers-62

No. of Printers-12

No. of smart rooms-4

Projectors

Institutional website- sdpcollege.com

LCD

LAN Facility

JSR Software

Graphic Tablets

Visualisers

WiFi enabled Classrooms, Labs, Admin Office, Naac Room, IQAC Room, Seminar Room, Director Room.

E-Resources used-Zoom ,Google classroom,Google Meet,Moodle,Wise app,E- Journals, Online Newspaper,E-Dicitionary,E-Books

Academic management system = Academic calendar Session Wise prepared and implementation of calendar is through academic incharge, term-wise, month wise regularly regulate and execute the instructions of Panjab University Chandigarh.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

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

2.3.3.1 - Number of mentors	
25	
File Description	Documents
Upload, number of students enrolled and full time teachers on roll	No File Uploaded
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	No File Uploaded
2.4 - Teacher Profile and Quality	
2.4.1 - Number of full time teachers against sanctioned posts during the year	
42	
File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded
2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)	
2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year	
4	
File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

315

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

Internal assessment is prepared ascertaining students' performance on the basis of parameters mentioned in curriculum scheme.

The Following mechanisms are used for internal assessment

- Class Performance
- Result analysis
- Lecture Shortage
- Monthly Test
- Assignments, project work and practicals have ensured instilled confidence in students.
- Student's report cards or progression reports have provided a comprehensive view of students' academic performance.
- Organization of seminars, webinars, workshops, PPTs. and extension lectures have brought out hidden qualities of leadership and organizational abilities of students.
- For the semester system, the University conducts the written examination twice (one after each semester). At the College level, pre- semester exams are held for the Post Graduate and Under Graduate Courses.

These endeavors by the college give a clear outline of what the student knows, understands and is able to do. They further help identify students learning needs and help to prepare the students for better performance in the University exams.

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

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

The College follows the guidelines laid down by Punjab University, Chandigarh for redressal of Grievances related with examination. The grievances regarding internal practical examinations are resolved by the concerned departments. Marks of Internal assessment of various subjects are submitted through Online Portal of the University. Grievances of the students such as online examination form, incorrect entry of marks, rechecking and revaluation of answer sheets, wrong entries in names, hall tickets, absenteeism etc. are addressed in stipulated time by the college and the university. The college has an Examination Committee which consists of senior staff members. The staff members monitor the Examination process and interact with students from time to time. The Examination procedure is also communicated to students by teachers in their respective classes.

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

2.6 - Student Performance and Learning Outcomes

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

The POs and COs are helpful in developing the framework of teaching and learning. The program outcomes, program specific outcomes and course outcomes primarily aim at imparting knowledge and skills which is critical for building student's competence and personality. There is also an emphasis on holistic development of the students as the learning outcomes focus on imparting values

and ethics and enhancing their interpersonal and communication skills.

The Following mechanism are used to communicate the program outcomes , program specific outcomes and course outcomes by the institution through:

Result display on website.

Parent teacher meetings

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

The institution collects data from:

Result of both monthly and house exams are maintained through JSR Software.

Teachers regarding their participation in classroom, Seminars , Class Presentation, workshops are conducted for internal assessment and used to measure attainment of outcomes. To measure the subject knowledge class tests, group discussions, debate competitions are conducted.

Analysis

The data is analyzed through meetings and result analysis sessions.

Outcomes

.Results are informed to the parents through JSR software.

Parent teachers meetings are fixed and parents are duly informed either through phone calls or letters.

Arrangement of remedial classes/extra guidance are made

As per learning outcomes of students, changes are made in the academic calendar of the next session.

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

2.6.3 - Pass percentage of Students during the year

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

632

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

https://sdpcollege.com/xelcms/public/uploads/ssr_details/1729493334_a57d62624c26dc683300.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

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

3.1.2.1 - Number of teachers recognized as research guides

0

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	No File Uploaded

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

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

Transfer of knowledge.

The Institution provides a conducive environment for promotion of Innovation. All required facilities are provided and Guidance is extended to the students. Students are encouraged to actively involve in the application of Technology for societal needs.

Awareness meets, workshops, seminars and guest lectures on Entrepreneurship are organized. Students are provided opportunities to directly interact with outstanding entrepreneurs excelling in their field.

Commerce news[wallpaper] are displayed and provided to students and teachers. They are free to express their views ,research work ,creative thinking ,poems writing. Commerce news has received immense response from students and teachers.

Our Institution provides healthy atmosphere, infrastructure, resources, confidence for enhancement of the capacity and competencies of students and teachers in research and innovative activities. All innovative and extension activities are student centric.

N.S.S. Sports Skill and Entrepreneurship development centre through which students and faculty members are encouraged to undertake innovative activities which are helpful for creation and transfer of knowledge

.Activities conducted by these are helpful to develop leadership qualities, various skills, planning, budgeting, marketing and organizing.

N.S.S. conducted various activities in innovative ways ,tree plantation, Swacch Bharat Abhiyan , awareness programmes about cleanliness construction of toilets , etc. All these activities are with the help of society.

News paper clippings are displayed and students are made to express their views and participate debates on it. Various competitions essay writing, debating ,elocution, booktalk are

organized to bring out the hidden potentials of students.

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

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

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

27

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

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

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

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	No File Uploaded
Any additional information	No File Uploaded

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

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

01

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

05

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

NSS is an extension dimension to the higher education system to orient the student youth to community service while they are studying in educational institutions.

National Service Scheme (NSS) The vision is to build the youth with the mind and spirit to serve the society and work for the social uplift of the down-trodden masses of our nation as a movement.

AIMS AND OBJECTIVES

1. Understand the community in which they work.
2. Understand themselves in relation to their community.

3. Identify the needs and problems of the community and involve them in problem solving process.

4. Develop among themselves a sense of social and civic responsibility.

5. Utilize their knowledge in finding practical solutions to individual and community problems.

6. Develop competence required for group living and sharing of responsibilities.

7. Gain skills in mobilizing community participation.

Cleanliness awareness:

NSS Volunteers of our College underwent training for ongoing Malaria Awareness Campaigning and conducted rally.

Save Girl Child:

NSS cell, to organize various programmes on the theme "Save Girl Child". Our NSS college unit has organized various programmes to spread awareness

Road Safety Program:

NSS Volunteers of College conducted various Road safety programs such as Poster Competition, sending SMS, rally and Seminar on road safety to aware citizens of India regarding various safety measures should be adopted while driving the vehicles on the road.

Voting Awareness programme:

College had organized Voting Awareness programme to aware the students of college and to impart the knowledge about importance of voting. 22 NSS students participated in spread voting awareness Rally

Swacch Bharat Abhiyan:

Pledge was administered at college by students and staff.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

00

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

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

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

54

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year	
3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year	
354	
File Description	Documents
Report of the event	No File Uploaded
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File
3.5 - Collaboration	
3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year	
3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year	
15	
File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File
3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year	
3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year	
1	

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

S.D.P. College provides the latest infrastructure and facilities that contribute to the academic growth of students and faculty. The college offers various undergraduate programmes in Computers, Commerce and Humanities, a self-financing course in B.AB.ED (4 years integrated course), three Post-graduate courses(M.com, M.sc (Maths) and M.A Hindi) and certificate courses in Cosmetology and Communicate English provide adequate facilities like:

- A good number of 28 ventilated spacious class rooms with adequate number of lights and fans for conducting teaching learning, 04 smart classrooms, Placement Cell (01), NAAC Room (01)
- Wi-Fi Campus.
- Well furnished seminar hall with one projector, one computer, one sound system for organizing special lecturers ,meetings , workshops, seminars with a seating capacity of 300.
- Language and other labs- 04 computer labs, 03 Home science , 01 psychology lab,01 fine arts lab,01 dance rooms, 01 health centre,01 conference Room, 01 Dispensary, 01 Gymnasium, 02 language labs.
- Two Music Rooms equipped with various musical instruments
- The Girls Common Room in each section offers recreation and relaxation to students as a few indoor games can be played here.
- Individual departments with computer facility and internet facility.
- 01 NCC store room, 01 NSS store room
- 04water filter cum coolers.

- Indoor sports stadium.
- Double storey library with spacious reading room.
- The campus also houses ladies hostel.
- Library is fully computerized and provide INFLIBNET access to staff and students.
-

The College Canteen caters to students with a variety of snacks, hot and cold beverages at reasonable rates .This offers a meeting hub for students where discussions are held freely.

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

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

Facilities for sports and games

Various sports facilities are provided to the students within the campus focusing sports as one of the extracurricular activities. Sports competitions help in developing team spirit in students. Their interpersonal relationship is enhanced in a very healthy manner. Students are awarded medals, trophies and certificates for motivation. There is a well maintained playground having a 200 mts of grassy track for the Girls. This ground is suitable for athletic events like races, shot-put, discuss throw, javelin throw etc. and for games like Baseball. The annual athletic meet has been organized in this ground every year. All the students of the college participated with great enthusiasm in this Athletic meet. In addition to these, students are encouraged to take up field events like Javelin-throw, Shot-put, Discus-throw.

Facilities for cultural activities

Special attention is paid to co-curricular activities in order to develop the talent of students and to inculcate in them a sense of responsibility, discipline ,capacity for initiative, organization and leadership. Under the aegis of the Department of CCA, students are prepared for theatrical items, music, dance and drama and literary items like creative writing, debate, elocution, etc. For this purpose, the music rooms, home science labs and seminar hall

are extensively used.

The college conducts various cultural activities like Diwali Mela, Fresher's party , Farewell party, Teej celebration in which students exhibit their talents.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

15

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

20.52

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

- The Library recognizes the importance of functioning in a thoroughly professional way taking into consideration the interests of all departments.
- The Library Committee consists of the Principal ,various faculty members and the Librarian . The Committee also has representatives from each department .
- SDP College library is well-equipped with latest infrastructure and well-stocked with a good collection of books.
- The Library is housed in the main building of the College with seating capacity for reading and conference purpose.
- Library is fully automated with all its subsystems like Wi-Fi.
- The Library has a wide collection of Books, Journals, Audio-video materials, photocopying facility, News Papers, reference books v such as encyclopedia, dictionaries and yearbooks. e-resources, previous years question papers etc.
- A specialized service provided by the Library includes INFLIBNET.
- College Library uses software E-Granthlaya by NIC New Delhi.
- Barcode online circulation system is in practice in the Library.
- The library is fully automated with ILMS System.
- It has a diverse collection of 32818 books with and 13 journals and 07 magazines etc.
- Most of the departments maintain department libraries with proper stock and issue register.
- Library facilities are open to the students from 9am to 5pm. Maintenance and utilization of library resources are done strictly following the library rules. The maximum period of loan for books is fourteen days. The students can access the reference books in reference section.

- Name of LMS software -- Cloud LMS(ERP)
- Nature of automation (fully or partially) Fully
- Version - Upgraded
- Year of Automation - 2020.

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

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

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

1,07,399

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

120

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

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

The institute has always given priority for up-gradation of IT facilities. Regular updating is done in facilities at institute level as well as department level. The description of the same is provided below.

Internet Connection: Institution has adequate and latest IT infrastructure. The IT infrastructure and resources are updated and upgraded continuously as per the requirements and changing technology. The entire Institute is Wi-Fi enabled with necessary firewalls and computer labs are connected through LAN with internet facilities. The institute regularly updates the internet connection every year and as of now, the available internet bandwidth is 10 MBPS provided by Net Plus.

Wi-Fi Facility: The college building and the library building are facilitated with LAN & Wi-Fi connectivity.

No. of Computer Systems: Institution has a total of 62 computers for students & staff.

Digitally equipped Seminar hall: Seminar hall is well-equipped with advanced sound systems and projector facilities that support proper training and lectures.

Media Labs/Language Labs: The institute has well-equipped English and Hindi language labs where students access audio or audio-visual materials for foreign language learning.

ERP System: The institute is using ERP software named JSR Technologies for maintenance of Students and employees record in

various departments like Accounts, Administration, Library, Admission, Record room etc.

CCTV Cameras: The institute is having total 9 CCTV cameras are installed in whole campus.

Website: Website acts like a helpline provided by the institute which saves time as it is faster than offline sources. The institution's website is secure and maintained by Cyberxel.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

62

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

D. 10 - 5MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

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

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

18.48

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

.The institution obtains the necessary requirements of classrooms, laboratories and other infrastructure resources well before the beginning of the academic year. Any new facility to be acquired is provided by the management before the semester begins. Procedures and policies for maintaining and utilizing Physical, Academic and support facilities.

- The college has the facility of computer Labs with internet and projectors which help the students to learn the things better
- Smart classrooms have been added to the infrastructure to make teaching learning more interesting and effective.
- Multimedia shows are also used as a mode of interactive teaching by some departments.
- Our college has English language lab which is very useful for assessing students speech.
- Home science labs is the medium for the practical exposure for the students.
- The aim of the library is that no Bonafide reader is allowed to be deprived of its rich resources.
- All books have been automated with barcode labels.
- The library is also having the facility of INFLIBNET through which students can access e-books and e-journals.
- For meritorious and economically backward students book bank facility is also available.

- Library and reading room are kept open to all the student from 9:00 a.m. to 5:00 p.m. on all working days.
- Extraclasses are held for advanced and weak students who are weak in certain subjects.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sdpcollege.com/campus_infrastructu_re

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

2

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

234

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above
File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
274	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
274	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent mechanism for timely redressal of student	A. All of the above

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

18

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

32

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

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

3

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

28

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

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

The Student Council is the representative body of students in the College. It consists of members elected by the students from all classes and heads of various committees. The Students' Council works under the patronage of Principal and staff members.

They have been actively engaged in the academic and administrative functions as the college strongly believes in democratic values and gives opportunity to students in supporting the cocurricular and extracurricular activities conducted in the college.

Student members very smartly and enthusiastically monitor and help in maintaining discipline during college functions like Independence Day, Republic Day and Teachers Day celebrations.

Noble values like patriotism, equality and respect to the teachers are nourished through these programs.

They also help in organizing Open Durbar in the college and cater to the grievances of the students and bring to the knowledge of the Management.. All the members of the council try to bring awareness amongst the students on various social issues and arrange Nukad Nataks too.

The NSS unit is active in organising various activities. Annual NSS camp is held every year where in the students are involved in cleaning of village with the active involvement of community members.

The objective is to foster holistic and all round development of students.

Students are also a part of IQAC committee and take part in IQAC meetings also.

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

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

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

140

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

5.4 - Alumni Engagement

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

Yes, the Institution has a registered Alumni Association which is registered with Assistant Registrar of Societies Cum District, General Manager District Industries Centre, Ludhiana. Elected members of registered Alumni association are:

1.Usha Jain (President)

2. Poonam (Vice president)

3. Bharti Sagar (Gen. secretary)
4. Suman Baweja (Joint secretary)
5. Pooja Sondhi (Sports secretary)
6. Preeti Narula (Auditor)
7. Richa Nagpal (Executive member)
8. Rupali (Executive Member)
9. Ankita Sharma (Executive Member)
10. Mala (Executive Member)
11. Balwinder Kaur (Executive Member)

Alumni network has a real life benefit for current students. Alumni also donate their valuable time to offer career support to current students. This enhances the students experience and give them that competitive edge in today's tough job market.

The purpose of this association is to foster a spirit of loyalty and to promote the general welfare of institution. Alumni association exist to support the parent institutional goals and to strengthen the ties between alumni, the community and the parent institution.

The collaborative efforts of alumni include programmes designed to improve the overall quality of student life, strategies designed to orient and welcome new students to the campus and retain them within the institution.

Alumni meet is an event for old relationships to be celebrated and refreshed, the new ones to be formed.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

- **Vision:**
- To translate dreams in to reality and produce complete human beings.
- To create an atmosphere conducive to teaching, learning and research.
- To develop all round personality of its learners.
- To strive for integrated and inclusive approach towards various disciplines.
- To adopt innovative methods of teaching.
- To support curricular with the co-curricular and extracurricular activities.
- To promote the culture of self-reliance through need based vocational education.
- To inculcate moral and ethical values among learners and enabling students to meet the requirements of community, country and global market.
- **Mission**
- To take the college on the Path of Potential for Excellence in Education.
- To create national and global environment for teaching and learning by adopting ultra-modern techniques and modes of teaching, learning and evaluation.
- To make efforts to draw out the best in the students and make them complete human beings who are committed and dedicated to the service of society.
- To enable students to respect and preserve Indian culture and heritage.

To promote social and national integration.

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

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

Decentralization Management

There are three levels of administrative structure under which all the activities are carried out.

Society Level: The college is run by Sanatam Dharma Pracharak Sabha (Regd.) which was founded in 1904.

Institute Level: All the main decisions related to college are taken by Principal in consultation with Head of Department. Principle is academic and administrative head of college.

Department Level : The Department heads are responsible for to look day to day administration of department and report to the principle. In addition, any college staff member can give suggestions and idea for improvement.

Participative Management

The college always promotes the culture of participative management by involving staff and students in various activities.

1. Strategic Level

The Principal, HODs and staff members are involved to defining the policies and procedures making guidelines and rules/regulations pertaining to admission, placement, discipline, grievance, counseling, training & development, and library services etc.,

1. Functional Level

At functional level the faculty members participate in sharing the knowledge by discussing on latest trends/technology during faculty meeting. All the staff members devote their full efforts for day to day functioning of college.

1. Operational level

All the staff members actively participate in implementing the policies, procedures, and framework designed by the management in order to maintain and achieve the quality standards and mission of the institution.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Deployment

Perspective/Strategic Plan

Management

The management endeavors best substantial independence to the Institutions in all areas in decision making process.

Various

Committee

The college assigns responsibilities to various committees for the smooth and effective functioning in the area of academics and administration.

Admission

Committee

The Institutions has mechanism for the newly admitted students. The

Institute has assigned responsibility to the various departments and

Heads of the department for the admissions. The groups of

Faculty members counsel the student while admitting in the institutions.

Examination Committee

The Examination Department is the backbone of College. The Primary function of this department is to conduct the Examination and Evaluation Process of the stakeholders. There is sufficient number of Staff members to support the examination. This Department basically deals with various functions like Appointment of Paper-Setter, Examiner and Assessment and such as others. The Department of Examinations is bound to follow the Rules and Regulations laid by Panjab University Chandigarh, DPI and University Grants Commission.

Anti-ragging

Committee

As per the guidelines of Hon'ble Supreme Court of India and Concerned notification from University Grants Commission and Panjab University Chandigarh.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional 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.

Administrative Set Up:

The President, S.D.P. Sabha (Regd.) 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. There is team of Departmental Heads, the IQAC Coordinator, the advisory committee and the office superintendent to assist in the discharge of work.

The Functions of Various Bodies:

The college has different committees for proper functioning and smooth flow of activities on time.

Service Rules, Procedures, Recruitment and Promotion Policies:

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

Grievance Redressal Mechanisms:

There are several Grievance Redressal Mechanisms including the Anti-Sexual Harassment Cell; the Anti-Ragging Cell; Grievance Redressal Cell, Open Darbar with complaint boxes prominently placed.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://sdpcollege.com/xelcms/public/uploads/ssr_details/170239889_1148446887_ornogram.pdf
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Teaching Staff

The college provides financial support to the staff to attend workshops and conferences both at the national and international level

Non -Teaching Staff

- Residential facility
- PF Loan
- Subsidized fee structure for the wards of the non-teaching staff.
- Free Uniforms to the ancillary staff.

Students

- Scholarships, Fee Concessions to the needy and meritorious students.
- Free Coaching for sports students
- Book bank facility for the needy students
- Counselling and Career guidance services.
- Remedial classes for the slow learners
- Gymnasium facility
- Fully equipped Health Centre

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

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

10

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

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

18

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

Performance appraisal system for teaching staff

The performance of each employee is assessed annually after completion of one year of service. The college undertakes a wide

range of activities besides academics, for which faculty members are assigned additional duties and responsibilities, which are mostly voluntary. The college accords appropriate weightage for these contributions in their overall assessment.

The Performance appraisal report is filled by employee in a given prescribed Performa which includes all the above related points and sub points.

Performance appraisal system for non-teaching staff:

All non-teaching staff is also assessed through annual confidential reports and annual performance appraisal. On satisfactory performance, all employees are granted promotions and financial up-gradation.

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

6.4 - Financial Management and Resource Mobilization

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

Yes, the college conducts internal and external financial audits regularly. An audit is systematic and independent examination of documents, vouchers and account books of college to ascertain how the financial statement as well as records presents in a true and fair manner. The college superintendent and clerical staff maintains the record of all funds. Internal Financial Audit is done through a registered CA. External authorities appointed by the Govt of India also are involved in the Auditing.

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

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

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

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

The college maintains & follows a well-planned process for the mobilization of funds and resource. The process involves various committees of the institute as well as the Department Heads and Accounts office. The college has designed some specific rules for the fund usage and resource utilization

Resource mobilization is carried out by following means:

- Students' fee is the major source of income.
- Interest on corpus fund

Fund generated from above are principally used for maintenance and development of college.

Optimum utilization of funds is ensured through:-

A finance committee has been constituted to monitor the optimum utilization of funds for various recurring and non-recurring expenses

- The purchase committee seeks quotations from vendors for the purchase of equipment, computers, books, etc.

- The quotations are scrutinized by the finance and purchase committee before the final decision is made based on parameters

like pricing, quality, terms of service, etc.

- The Principal, finance and purchase committees along with the accounts department ensure that the expenditure lies within the allotted budget.

- Some funds are allocated for social service activities as part of social responsibilities through NSS and NCC.

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

6.5 - Internal Quality Assurance System

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

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

1. Introduction of new courses: The main aim of IQAC is to empower women by offering skill based programmes so that they assume leadership and provides a context of learning that enhances professionalism, humanism, humility and responsibility. As a result of IQAC quality initiatives two new courses were started in the college. One is B.A.BEd. (Four year Integrated Professional Degree Programme) which is started in the session 2017-18 and running very successfully. The second is B.VOC. (Tax, laws and Management) which is started in the session 2020-21.

2. Introduction of Management Information System: To maintain all types of records digitally, JSR software was purchased. The following are the uses of the software;

4. Adoption of the village KASABAD: As a result of IQAC quality initiatives, through NSS, KASABAD Village was adopted on 6th May 2023 for social welfare. 5. Open interactive session is a best practice of the institution where students can come up and share their problems with the management members. It is a way to solve the problems faced by the students as soon as possible.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

- As a part of sound educational strategy, the institution adopted Centralized Continuous Internal Evaluation (CCIE) System to assess all aspects of a student's development on a continuous basis throughout the year.
- Students are made aware of the evaluation process at the beginning of the session through the brief orientation process and throughout the session also.
- The performance of the students is measured through the regular monthly tests, open book tests, mid semester tests, assignments, presentations and projects.
- The performance of the students is monitored by the Principal and the necessary feedback is given to the concerned faculty members. The Principal Conducts Review Meetings, department wise, to give necessary feedback for the improvement of students' performance. Progress report of the students was also discussed with their parents/guardian during parent's teachers meeting.
- Extra Classes are also conducted for the slow learners, absentees and the students who participate in Sports, NSS activities and youth festival.
- Talent hunt competitions are organized for finding out the hidden talent in the students in cultural and Co academic activities. The different departments like NSS, NCC ,youth welfare , Red Ribbon Club , Different Committee, organizes various competitions to bring out the holistic development in the students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	C. Any 2 of the above
---	------------------------------

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

1. National girl child day was celebrated on 24.01.2023 by department of NSS & NCC.
2. Extension lecture on awareness regarding various competition exams on 21.02.2023 by department of career guidance and counseling cell.
3. Extension lecture on "career opportunities and job preparedness" on dated 28.2.2023 by department of career guidance and counseling cell.
4. Extension lecture on career options in home science on 03.03.2023.
5. International women day was celebrated on 07.03.2023.
6. Crash course was conducted on 11.04.2023 to 26.04.23 by department of commerce to aware the students about different job

7. An extension lecture was conducting on 20.04.2023 on 'Resume writing and employability skills 'by placement cell.

8. Job opportunity programme was conducted by placement cell on 21.04.2023 to aware the students about career in different departments

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

The college campus is totally eco-friendly. The management, staff and students are fully commit this. The college has gardening committee. Its members constantly work for its beautification. a spacious playground, central lawn facing class rooms, a triangular shaped lawn in front of t porch/entrance and another lawn opposite cafeteria. The N.S.S and N.C.C Depts. of the college r launch schemes to make it clean and green. Even the management of the college takes personal in and from time to time, sends directions regarding planting of saplings, floral plants, trimming

trees and weeding of flowers. Besides this the following initiatives are taken to make the campus green, clean and eco-friendly Burning of dried leaves/wooden twigs is not allowed within the campus Any leakage from taps is properly checked and repair ensured At present no hazardous material is used in the college. Dustbins covered with lids are placed at different points in the college.

stray plants are removed regularly. Canteen contractor has been instructed to use less and less polythene covers/bags. Students of Fine Arts and Home Science departments use waste material to make artistic thin Lectures are organized for the ban of plastic objects. Rallies are conducted to aware students and local community to make the environment neat an NCC Cadets organized Shramdaan Day to spread the message of cleanliness in and around their locality.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	No File Uploaded

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

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles

B. Any 3 of the above

3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping	
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	B. Any 3 of the above
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded
7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	C. Any 2 of the above

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

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

1. Teej festival was celebrated on 06.08.2022 in our college to enhance the cultural Values among the students.

2. JANAMASHTAMI PARAV" was celebrated on 18.8.2022 to inculcate cultural values among students by department of music.

3. Hawan was organized in college campus on 01.09.2022.

4. "Hindi diwas' was celebrated on 14.09.2022 to inculcate linguistic values among the students by department of Hindi.

5. Workshop on the preparation of heritage items was conducted on 12.09.2022 by department of home science.

6. Punjabi week was celebrated from 01.11.2022 to 05.11.2022

7 . Gurpurav of Guru nanak dev ji was celebrated on 07.11.2022.

8. Lohri function was celebrated on 13.01.2023 to inculcate cultural values among students

9. Essay writing competition on international Punjabi diwas was conducted on 21.02.2023.

10. vaisakhi celebration was done on 13.04.2023.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

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

1. World -ozone day was celebrated by department of economics on 16.09.2022.
2. Blood Donation camp was organized on 30.09.22 by NSS and Red Ribbon club.
- . 3.Pledge ceremony on national unity day was organized on 31.10.2022 by department of NSS & Red Ribbon Club.
4. one day Awareness camp was organized on 07.11.22 to spread awareness regarding cleanliness, harmful impact of stubble burning among farmers.
5. Declamation contest was organized on "road safety-a challenge.by department of NSS.
6. Poster making competition on anti-drug was conducted on 22.11.2022 by NSS & RED RIBBON CLUB.
7. Natioal flag day was celebrated on 07.12.22.
8. Road safety week was celebrated to propagate the cause of safer roads for all on 17.01.2023.
9. Pledge ceremony and chart making competition was organized on national voter day i.e. 25.01.2023.
- 10.A lecture on world cancer day was conducted on 06.02.2023 by department of red ribbon club & NSS
- 11.Workshop on rejuvenating teaching in post covid era on 02.03.2023 by department of education
12. National safety day was celebrated on 04.03.2023 to aware the

students about safety measurement.

13. Water day was celebrated on 23.03.2023 on theme 'Jai Hai to Jeewan Hai'

14. Rally on Swachh Bharat Abhiyan was conducted on 31.03.23.

15. Lecture on World Health Day was conducted on 10.04.2023 by department of physical education and home science.

16. World Earth Day (tree plantation) was conducted on 21.04.2023 to promote environmentalism among students.

17. Dengue prevention day was conducted on 17.05.2023 to create awareness among students how to prevent dengue and symptoms and their treatment.

File Description	Documents
Details of activities that inculcate values; necessary to render students into responsible citizens	https://sdpcollege.com/gallery
Any other relevant information	Nil

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

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

1.Independence Day

Celebration of "ghar ghar tiranga"copaign was celebrated by college on the occasion of 75th Independence day at noorwala village by department of N.S.S. Independence Day was celebrated 15.08.2022 .students of different department participated.

2.Teacher's day

Teacher's day was celebrated on 05.09.2022 by department of b.a.,b.ed.

3.Birth anniversary of Shaheed Bhagat Singh

115th birth anniversary of Shaheed Bhagat singh was celebrated on 28.9.2022 & 29.09.2022 ,nukaad natak and cycle rally was organized by students to give tribute .

4.Subhash Chandra Bose Jyanti

To pay tribute to a prominent, politician and freedom fighter subhash Chandra bose jayanti was celebrated on 23.01.2023.

5.Republic day

On theme ,"nothing like voting, I vote for sure " on dated 26.1. 2023. Republic day was celebrated. All the sister institution also participated in it

6.MARTYRS DAY OF SHAHEED BHAGAT SINGH,RAJGURU AND SUKHDEV

Martyrs of Shaheed Bhagat Singh was celebrated in college campus on 22.03.2023 to infuse patriotism in students and create awareness among youth regarding contribution of shaheed

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

. JOINT CULTURE DIWALI MELA

Under the banner S.D.P. Sabha (Regd), all S.D.P institutions viz S.D.P Sr. Sec School Hazuri Road, S.D.P Sr. Sec School Basti Jodhewal, Sh. O.P. Gupta, S.D.P Model Sr. Sec School, Qilla Mohalla, S.D.P Collegiate Sr. Sec School College campus and R.L. Bhasin Public School, Dugri celebrate National/Statelevel festivals in the premises of S.D.P College for women. A gala function was held on

the occasion of Diwali festival. Staff and students of all S.D.P Institutions actively and very enthusiastically participate in this celebration.

Activities during 1.07.2022 to 30.06.2023

Date

Activity

07.11.2022

Open darbar

10.11.2022

Cleanliness drive-public parks

1.12.2022

World aids day

24.01.2023

Poster and craft making competition for republic day

04.02.23

One day workshop on personal grooming

11.03.2023

53rd annual athletic meet

15.03.2023

Extension lecture on stress management

File Description	Documents
Best practices in the Institutional website	https://sdpcollege.com/xelcms/public/uploads/ssr_details/1729676003_41b142c2adeafdfab8b.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

Our college is fully committed in imparting quality education for the welfare of students, families, organisation and society at large. Our college always aims at bringing the inner talent out form the students and provide them opportunities to explore the new possibilities in the field of education. The institution maintains the balance between academic as well as co Academic

growth of the students. Our college is actively engaged in Community Services. N.S.S volunteers during one day or seven days camp hold rallies, visit villages and sensitize villagers on different issues, arrange medical check-up camps for them and for the inhabitants of college surrounding vicinity, visit physically challenged schools, organize different activities for them and also share homemade eatables. The college management, staff students actively contribute to this noble cause extending personal services. These practices have contributed a lot to the achievement of the goals and objectives of the institution. ? SDP College for Women has catered to economically backward classes of society wherein students are provided Quality Education, combined with moral ethical values, so as to produce skilled and better human beings so that they can further add to the education of progeny. ? Free Books, Fee Concessions, Stipends and cash awards are given to the meritorious students.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

1. To promote sports and physical activities in the college
2. To improve the infrastructural facilities in the college.
3. To prepare the institution for implementation of New Education Policy (NEP, 2020) in the upcoming session 2023-24
4. To encourage the students to participate more in co-curricular activities.
5. For imparting the requisites skills and practical knowledge , free skill oriented courses to be started in the institution.
6. To encourage the departments for conducting national level Seminars/Extension lectures/workshops etc in the institution for the betterment of students and faculties.
7. To encourage faculty members to attend Refreshers Courses/Orientation Courses/FDPs/Publication of Research papers/ Books publishing etc for updating themselves with current scenarios.