YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	HINDU KANYA COLLEGE KAPURTHALA
• Name of the Head of the institution	Dr. Archna Garg
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01822231277
• Mobile no	09463994800
• Registered e-mail	hkc_kpt@rediffmail.com
• Alternate e-mail	hkc_kpt@rediffmail.com
• Address	AMRITSAR ROAD
• City/Town	KAPURTHALA
• State/UT	PUNJAB
• Pin Code	144601
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Women
• Location	Urban
• Financial Status	Grants-in aid

• Name of the Affiliating University	**GURU NANAK DEV UNIVERSITY AMRITSAR**
• Name of the IQAC Coordinator	**Dr. Anupam Sabharwal**
• Phone No.	**9915207650**
• Alternate phone No.	**01822514510**
• Mobile	**9915207650**
• IQAC e-mail address	**iqac.hkc@gmail.com**
• Alternate Email address	**hkc_kpt@rediffmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.hindukanyacollege.com/_files/ugd/0f261e_9c859c5883b543369ac18f20cddf9627.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.hindukanyacollege.com/academiccalendar

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**A**	**87**	**2007**	**31/03/2007**	**30/03/2012**
Cycle 2	**A**	**3.03**	**2017**	**28/03/2017**	**27/03/2022**

6.Date of Establishment of IQAC	**01/12/2007**

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
Economics	**Minor Project**	**ICSSR**	**2021-22**	**350000**

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	02	
- 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)

IQAC took following intiatives: 1. We are empanelled with Tally Education Private Ltd., Bengaluru as a sole training & assessment center in the city to offer certifications on Tally, Accounting software. The primary objective of this course is to impart practical skills for the preparation of different accounts/procedure that includes invoicing, receipt notes, inventory management, sale records, and credit notes. 2. The college established a formal collaboration with Bajaj Finserv to help facilitate the placement process and ensure that students gain valuable practical knowledge regarding workplace skills in banking and insurance sector. 3. The college has introduced five skill-based job-oriented courses under the affiliation of Jagat Guru Nanak Dev Punjab State Open University, Patiala to provide technical, practical or industry specific skills, to complement core academic qualification of students by increasing their competitiveness for securing employment in their desired field/job market. These courses are Certificate programme in GST Application, Certificate course in Accounting and Taxation, Certificate/Diploma course in Food Preservation, Certificate course in Creative Writing and Content Development, Certificate/Diploma course in Office Automation and E-Governance. 4. Alumnae Association has been registered as a formal entity, enhancing its credibility and ensuring compliance with legal regulations. Aim is to promote lifelong engagement with its alumnae for organizing activities, facilitating communication, and getting support and fostering a vibrant alumni community that will be beneficial to all the stakeholders as well as the institute. 5. IQAC

enthuses faculty to take research initiatives for the quality enhancement. During the year a Minor Project on "The Contract Marriages in Punjab-The Socio, Economic, Cultural and Psychological Consequences" of Dr. Anupam Sabharwal has been sanctioned by ICSSR with a grant of Rs. 350000.

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
The vistas of experiential and participative learning supplementing the textual learning will be expanded by organizing seminars, webinars, workshops, and extension lectures.	• A workshop on 'Hardware Fabrication' was organized by P.G. Department of Computer Science and IT in which students learnt how to handle the key issues and the basic problems related to computer hardware from the Resource Person, Er. Rajesh Gupta, owner of Gupta Enterprises, Kapurthala. • A Seminar on 'Android Application Development using Java and Android Studio' was organised by P.G. Department of Computer Science and IT in which Mr. Tejinder Singh, Technical Head, AI Technologies, Chandigarh explained the ways to develop Mobile Applications. Students learnt to use the latest technological innovations in mobiles. • Prof. Monika Aggarwal, Associate Professor, UIAMS, Punjab University, Chandigarh and President, Alumnae Association of the college conducted a webinar on 'Commodity Market-Prospects & Challenges' for the students of P.G. Department of Commerce and Management in which Mr. Sanjay Gakhar, Vice President and Regional Head, Business Development MCX, Delhi apprised the students about the different aspects of the Online Market for

trading primary commodities. The students also learnt about various career options available in this field. • A workshop on Statistical Package for Social Sciences (SPSS), an ICT based statistical tool was conducted by P.G. Department of Commerce and Management. Dr. Amit, Data Analyst, the resource person explained students the techniques to apply various statistical tests like F-test, T-test, Z-test, Regression etc. for their research work. • Students from Public Administration department visited office of Employment Generation & Training and interacted with Deputy Commissioner Kapurthala, Sh. Vishesh Sarangal, IAS, to understand the critical issues relating to administration. DC Sh. Vishesh Sarangal motivated the students to participate in different community improvement programs to eradicate rising social vices. • An Online Panel Discussion on 'Post-Budget Analysis' was conducted by the Department of Economics in which Panelist were Dr. Rabi Narayan Kar, Principal, Shayam Lal College, University of Delhi; Dr. Lakhwinder Singh, Former Professor of Economics and Coordinator, Centre for Development Economics and Innovations Studies, Punjabi University, Patiala and Dr. Sidhartha Mishra, Professor and Chairperson, Vivekanand School of Journalism and Mass Communication, I.P. University, New Delhi. Through this

enlightening session, the panelists discussed the impact and implications of budget announcements on various economic indicators and its influence on sectors like infrastructure, health, education and focus on technology. Students of Economics from different streams attended this Panel Discussion.

• Departments of Home Science and Fashion Designing arranged an event 'Earn while you learn.' Production centre of students of Home Science and Fashion Designing department displayed their self-made items - diyas, candles, jewellery, paintings, rangoli designs, decorative items for sale and earned profit. This event helped in inculcating creative and imaginary skills among students.

• An Entrepreneurial Development Programme was organized by P.G. Department of Commerce and Management in which students showcased their managerial, entrepreneurial and marketing skills by selling self-prepared eatables. • A Two-day Workshop on 'Baking and Confectionery' was organized by the department of Home Science in which Mrs. Avneet Kaur, Assistant Professor, from Krishi Vigyan Kendra, Kapurthala run by Punjab Agriculture University provided students a hand-on demonstration of making nutritious chocolates, banana bread and oatmeal cookies, etc. Students were apprised about how to maintain the nutritional balance while baking or cooking healthy food.

- A workshop on Art and Craft was organized by the Department of Home Science and Fashion Designing in which Mrs. Ritu, a certified professional from Fevicryl company gave the practical demonstration to the students on different techniques of painting, Lipan art, Warli art, Surrealism, Canvas Painting, and artwork.
- A 'Three-day Workshop on Handicrafts' was arranged in which Ms. Dolly Chaudhary, Assistant Professor in Fashion Designing gave practical demonstration to students on how to carve and craft different presentable handicraft items.
- A Seminar on 'Bridal Makeup' was conducted by the department of Cosmetology in which Ms. Sunita, a makeup artist from Orane Institute, Kapurthala gave demonstration on latest eye-makeup techniques. Apart from these, students also learnt the basic techniques of makeup to accentuate a bride's beauty.
- Department of Home Science and Fashion Designing arranged a one-day workshop on techniques of Painting, Poster making, Cartooning, Clay modelling and Collage. The Resource Person Ms. Harbinder Kaur, Assistant Professor in Fine Arts from GN College of Education, Kapurthala.
- Workshop on 'Keratin Treatment' was organized by the Department of Cosmetology in which Mr. Ajay Gulati, a Hair Expert from Exotic Institute of Beauty and Nanny, Jalandhar was the resource person. Students got

	practical knowledge of advance hair keratin treatment, basic angles of hair cutting and techniques of highlighting hair. • A plethora of activities and competitions were conducted during Hindi Bhasha Protsahan Saptah by the Postgraduate Department of Hindi on 'Hindi Diwas'. Students were encouraged to polish their linguistic prowess in the official language.
Important National and International days will be celebrated	a. To commemorate important milestones or events: • World Book Day was celebrated by College Reader's Club on 23rd April. Books on Indian Freedom Movement were displayed to mark 75th year of Indian Freedom i.e., Azadi Ka Amrit Mahotsav. Students were enthused to read about the sacrifices and contribution of freedom fighters in the Indian Freedom Movement. • National Technology Day was observed by the P. G. Department of CS & IT by organizing a Quiz Competition 'Brain Olympics.' The event provided a platform to students for updating their knowledge about the latest technological advancements in the field of Information Technology. b. To raise awareness about specific issues or cause: • Students got awareness about Thalassemia, a blood disorder and the myths related to disease through a special talk delivered by Ms. Jasbir Kaur, Assistant Professor in Biology on World Thalassemia Day. • A yoga session was organized to mark the

International Yoga Day by Department of Physical Education to make the students and faculty aware of the benefits of yoga exercises in treating physical and mental illness. • World Red Cross Day was celebrated by the Red Cross Unit on 8th May by organizing a Poster Making Competition on Bhai Kanhaiya ji and Slogan writing competition on the importance of Blood Donation. Students were enthused to imbibe humanitarian attitude and to express their concern on the importance of blood donation to save precious human lives. c. To provide an opportunity to bring institution, society and govt. to address certain pressing issues: • A district level Declamation Contest was conducted in collaboration with Nehru Yuva Kendra on the topic 'Patriotism & Nation Building' as part of Republic Day Celebration, 2022. The spirit of 'EK Bharat Shreshtha Bharat' was inculcated among students through this event. d. To foster a sense of unity and solidarity among students with shared values, backgrounds, and interest: • International Women's Day was commemorated to honour the significant role of women in society. Mrs. Anupam Kaler, ADC, Urban Development, Kapurthala and Dr. Usha Kapoor, an eminent educationist were invited as role models so that students could get inspired from them to work hard and mark their place in society. In this event, leading female sarpanches of the nearby villages were also

	honoured. • The 131st Birth Anniversary of Dr. B.R Ambedkar was observed by Social Sciences Association. A Quiz was organized on Baba Saheb Ambedkar's ideology to foster national spirit among youth. e. To enforce/reinforce policy framework and legal protection: • National Voter's Day was celebrated on 25th January and a Video Making Competition was organized by Electoral Literacy Cell on the theme 'Electoral Literacy for Stronger Democracy'. Students and staff members took oath to cast their fair vote to select their candidates to lead the nation in a better and more progressive way. f. To apprise the students with cultural heritage/ diversities, traditions and achievement: • On Teacher's Day, Mrs. Varinder Kaur, Head, Department of Political Science delivered a talk on the importance of teachers in carving students' lives and paid tribute to Dr. Sarvepalli Radhakrishnan, the second President of India and great teacher. • International Mother Language Day was celebrated by the Bhasha Manch of the college under the patronage of Bhasha Vibhag, Punjab to promote the Punjabi language. Famous Punjabi journalist and author Roshan Khaira encouraged students to develop due respect for their mother tongue and use Punjabi in their daily working.
Students' stage confidence, performing and presentation	• 'Talent Hunt Competition' was organized to provide a platform

skills will be fostered by providing them opportunities to participate in co-curricular activities at college and broader levels.

to the students to showcase their potential by exhibiting their oratory, performing and artistic skills. • College won B-Division Championship Trophy seventh time by participating and winning in D-Zone Youth Festival organized by Guru Nanak Dev University, Amritsar. Students further got the opportunity to compete in Inter Zonal Youth Festival held at the parent university. • A Mehandi Competition on the eve of Karwa Chauth was conducted by the Department of Cosmetology in which students were encouraged to express their novel ideas creatively and skilfully. • A 'Business Fest' was organised by Business Forum of the P.G. Department of Commerce and Management in which events like 'Business Tycoons' and Quiz competition were also organized. Students presented the theoretical topics of management and marketing via One-Act play and Advertisement through print media and their acting skills. These events enhanced students' public speaking, presentation skills and managerial acumen. • A Webinar on 'Role and Prospects of NCC' was conducted by NCC Unit of the college in which Colonel N.P.S. Toor, Commanding Officer, 2 Punjab Girls BN, NCC, Jalandhar elucidated the scope of NCC in detail. He elaborated the role of NCC in defence services and benefit of acquiring B and C certificate to motivate the students to opt NCC. • An enthralling performance by Kathak Guru Malti

	Shyam of Lucknow Gharana was staged by the Three Arts Club in collaboration with Spic Macey in which Kathak Guru explained different forms of Kathak revolving around the concept of storytelling related to Indian ancient and mythological culture. SDM Kapurthala Sh. Jai Inder Singh, the Chief Guest highlighted the importance of participating in cultural activities for their holistic development.
Students will be cognized with the Social, environment and civil responsibilities and duties through community uplifting programmes and initiatives.	• Extension Activity Committee of the college arranged a trip to Nirmal Kutia, Sultanpur Lodhi to observe the motto 'Conserve Nature, Conserve Future' for the students. They also met S. Balbir Singh Seechewal, Padamshri awardee for spearheading an anti-river pollution campaign in Punjab. Students were sensitized about the need of sustainable development and current environmental issues. • Herbal Garden has been maintained in the college through which students were encouraged to use the novel techniques of gardening and recycling of plastic bottles. Students were further motivated to make general public aware about the usefulness of commonly available and frequently used herbs and medicinal plants. • 'Jal Bhoomi Safai Abhiyan' at the Kanjli Wetland was organized by the NCC Unit of the college. During this event, GCI Sandeep Kumari from 2 Punjab Girls Battalion NCC, Jalandhar highlighted the

importance of protecting the environment and its local resources. Students were made aware about the importance of water conservation by efficiently preserving, controlling, and managing water resources. • Cleanliness Drive in Shalimar Bagh in collaboration with Nehru Yuva Kendra was organised by the NSS units of the college. Students were encouraged to keep their vicinity green, clean, and hygienic. Tree Plantation was also organised by the NSS Units at Rupanpur village with an aim to connect and apprise villagers about the importance of planting trees to preserve environment. • Extension Activity Committee distributed clothes to 17 families living in slum areas and inculcated the selfless feeling of empathy, social service, and responsibility among students towards weaker section of society. • A Seminar on the theme of 'End Inequalities, and AIDS' on 'World AIDS Day' was arranged by the NSS Units of the college in which causes, symptoms and treatment for HIV infection were elaborated. Students were encouraged to speak out their views against HIV stigma. • Electoral Literacy Cell made students vigilant about their legal and electoral rights by reading and signing to use their voting power wisely. Training on how to use the Voter Verifiable Paper Audit Trial (VVPAT) machine was also organised for voters to cast a ballot less

	voting in Rupanpur village. • Students Legal Literacy Cell organized a seminar on free legal services. Shri Mahesh Kumar Sharma, Chief Judicial Magistrate and Advocate Deepti Marwaha discoursed on legal services available for women empowerment. • An educational tour to Jang-e-Azadi Memorial, Kartarpur was arranged by the Departments of History and Political Science for students to commemorate the 75th year of Indian Independence (Azadi ka Amrit Mahotsav) and to enrich their knowledge about the contribution of Punjabi revolutionaries in the freedom struggle. Thereafter, the staff and students also visited the historical Gurdwara Gangsar Sahib of the 5th and 6th Patshahis and got acquainted with its rich history. • A Quiz Competition on the topic, 'Different Festivals and Food Cultures of India' was organized by Ek Bharat Shrestha Bharat Club of the college with the motive to imbibe the unified spirit working behind the Indian culture, festivals, and its diverse cuisine.
Gender sensitization programs will be arranged to promote equal rights, responsibilities, and opportunities.	• A webinar on 'Gender Sensitization- Time to Change the Mind Set' was organised by Department of Political Science. Dr. Ritu Lehal, Professor, School of Applied Management, Punjabi University, Patiala was the keynote speaker. Students learnt that gender equality makes our community safer, healthier, and progressive. • A

	Nukkad Natak on Women Education and Empowerment was organised by the NSS units in Vijola village in which NSS volunteers highlighted various pressing issues faced by women. Students spread awareness among the general public that equal rights should be given to the girl child. The public was also made aware about the importance of becoming independent and financially strong for girls to face the challenges of life • Promotion of Teji Sandhu's new song 'Dhee' was organized in the college. Dr. Tajinder Kaur, Former Professor, GNDU Regional Campus, Jalandhar, a famous Punjabi lyricist of the released song and Dr. Baljit Kaur, Former Professor, GNDU, Regional Campus, Jalandhar motivated students to recognize their hidden talent and stand out for their rights and get proper education. Students got motivated to become strong and economically independent in society.
Research orientation, capacity-building and capability enhancement Faculty Development Programmes/Webinars/Workshops will be arranged for faculty to make teaching learning more effective.	• An extension lecture on 'How to Publish with Quality Journals' was arranged in which Dr. Rubal Kanojia, Assistant Professor, Department of Journalism and Mass Communication, Central University of Punjab, Bathinda was the Resource person. Teachers were enlightened about the important parameters of writing quality research papers. • A workshop on Blog Writing was organized by Mrs. Shivani Pubby from Computer Science and IT

	department for the faculty. Teachers were guided on how to select the right topic, write, and upload their blogs on the college website and on the other blogging sites. • A workshop on Video Making was organized by Mrs. Hardeep Kaur, Assistant Professor from the Department of Computer Science and IT. Teachers received the basic training on how to create and edit their videos.
Counselling sessions will be conducted for the students and general public to explicate and clear the misapprehensions associated with COVID-19 pandemic and special vaccination and yoga camps will be arranged.	• Three vaccination camps were organized in the college campus with the collaborative efforts of Red Ribbon Club, Red Cross Unit and NSS Units to ensure that each student of the college must get vaccinated against corona virus. Through these camps, students were made aware of the importance of vaccination and their misconceptions relating to corona vaccination was also clarified. • A Special Yoga Workshop was arranged by the NSS Units in which Mr. Parmod Kumar Garg, Incharge, Bhartiya Yoga Sansthan, a renowned Yoga Guru demonstrated several Yoga asanas. Students were briefed about the numerous benefits of Yoga asanas for protecting themselves from the deadly diseases and harmful effects of stressful and fast pacing life. • Unnat Bharart Abhiyan Cell of the college counselled 50 families of the Village Mushakved and Villa Kothi about the importance of vaccination in combating the deadly onslaught of the Coronavirus and their myths and

	inhibitions regarding COVID vaccination were also clarified.
Special sessions will be arranged to encourage students to opt for Competitive Exams, Skill development courses to enhance their scope and employability in job market.	• A workshop dedicated to mark 'Civil Services Day' was arranged by the Competitive Examination and Personality Development Cell of the college in which the Employment Generation and Training Officer, Mr. Jeevandeep Singh, PCS gave useful tips and techniques to the students to prepare for the Civil Services Examinations. The aim of this activity was to motivate students to create interest, develop aptitude and prepare systematically for such competitive exams. • An MOU has been signed with Bajaj Finserv Limited to impart practical knowledge and essential skills, like communication, oral presentation, and workplace skills to final-year graduates. During the certificate course which was covered within 46 days from 2nd February 2022 to 13th April 2022, students were provided an overview of the various avenues available in the Banking, finance, and Insurance sector by the expert faculty of Bajaj Finserv. Students were further given the tips to prepare themselves for mock interview and panel discussion. • We have got empaneled with Tally Education Private Ltd., Bengaluru as a sole training & assessment centre in the city to offer certifications on Tally essentials/Tally professional/GST using Tally. Students are given the practical training for the preparation of

	accounts through accounting software which includes managing invoicing, receipt notes, inventory management sale records, credit note etc. 65 students got certified with Tally Prime successfully.
Linkage with the stakeholders will be created for garnering feedback and support for the improvement and development of the institution.	• An Interaction of the office bearers of the Alumnae Association with the Principal was organized to work in cohesion to celebrate the mutual achievements; to utilize alumnae's expertise to achieve the common projects/causes and to collect their valuable suggestions and regular feedback for the upliftment of the college functioning. • An Alumnae Meet was arranged in which the alumnae got the opportunity to relive the golden memories and revive their strong relationship with the college. • The 1st Season of Interactions with Alumni entitled as 'Connect: An Online Rendezvous with Alumni' was arranged in which Alumnae were invited for the interaction who were Ms. Komalpreet Kaur, Child Development & Project Office, Gurdaspur, Ms. Henna Verma, Associate Consultant, Tata Consultancy Services, Faridabad and Ms. Manju Bala, Senior Manager Accountant, Gupta Builders & Promoter Pvt. Limited, Chandigarh. Students got inspiration by listening to the alumnae's success stories and learnt the importance of striving hard in life. • The 2nd season of the series of interactions was conducted

	online through 'Connect: An Online Rendezvous with the Alumni' in which well-placed alumnae namely, Mrs. Supriya Sharma, Assistant Professor, Department of Cosmetology of Hindu Kanya College, Kapurthala and Miss Navjot Kaur, the Proprietor at Uday Designing House at Village Tandi at Nadala highlighted the importance of skill-oriented courses. Students attending the webinar were encouraged to receive the skill-based education so that their scope of employability and economic stability could be brightened.
Cultural, moral, and ethical values will be enthused by organizing variety of activities.	• The festival of Lohri was celebrated to salute womanhood and girls' birth by presenting cultural programmes. Students revived their rich Indian culture, ethos, and festive heritage. Moreover, to have an auspicious start to the new year, Havana was solemnized on the occasion of Makar Sankranti in the College. • Basant Panchami, the festival marking the beginning of the spring season was celebrated to invoke the blessings of Goddess Saraswati for spreading the light of knowledge in everyone's life. • The divine Path of Shri Sukhmani Sahib ji was solemnized through which an ambience of spirituality and social uniformity was promoted. Everyone prayed for the progress of the college and wished for the better results of the students for their forthcoming examinations. Community Langar

	was also served magnanimously.
Outcome based Comprehensive and Continuous Internal Assessment of students will be done.	• Class tests, presentations, group discussions and assignments were conducted to assess the thinking, listening, and speaking skills of students to ensure their involvement during classes. Based on the consistent performance, the corrective measures were chalked out and implemented to motivate advanced learners and improve the level of slow learners. • Pre-Semester Exams were conducted for all streams to assess students' preparation and to provide them guidance to improve their performance in the University Semester Exams. • Modification in teaching pedagogy and methodology was promoted through optimal use of ICT and blended mode of teaching to improve the Learning outcome. Subjective as well as MCQ based assignments were given to all the students for Internal Evaluation and Assessment, through Google Classroom to monitor students' progress.

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

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	16/01/2023

15.Multidisciplinary / interdisciplinary

Our college is affiliated with Guru Nanak Dev University, Amritsar and runs various streams viz: Humanities, commerce and IT. Different departments of the college are offering interdisciplinary elective papers to students as part of their curriculum. The college absolutely adheres to and follows the course structure and curriculum as approved by the University.

Though, currently our college is not offering a multidisciplinary flexible curriculum in UG and PG programs as per the guidelines of affiliating university but the College has all the required expertise to implement the curricula and integrate between Humanities, commerce and IT. We will provide a multidisciplinary flexible curriculum and implement in letter and spirit the curriculum and course structure as designed by the University as per NEP2020.

Apart from this students are also given the option to take interdisciplinary benefits by getting enrolled in value-added, hobby and skill enhancement courses run by different departments like English, Computers, Commerce, and Cosmetology.

16.Academic bank of credits (ABC):

The institution is not registered under the ABC program. It will adopt this system when implemented by the affiliating university in accordance with prescribed processes.

17.Skill development:

The institution organizes various workshops and seminars to inculcate soft skills, communication skills and life skills to build self-esteem, confidence, team spirit, leadership qualities and problem-solving skills among students. In addition to it, the college also offers some skill-oriented elective courses which aiming to develop discipline-related skills and language skills. The College also organises industrial trainings and field visits. Besides these, the college has short-term certificate courses and value-added courses like:

- Certificate Course in Graphic Designing using Photoshop
- Certificate Course in VB 6.0
- Certificate Course in Makeup

- Certificate Course in Nail Art
- Certificate Course in Tally Prime
- Certificate Course in Banking, Finance and Insurance in collaboration with Bajaj Finserv
- Certificate Course in Accounting and Taxation
- Certificate Course in Office Automation and E-Governance
- Certificate Course in Food Preservation
- Certificate Course in Creative Writing & Content Development

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

The integration of Indian knowledge systems into education is achieved by incorporating the teaching of Indian languages as a part of the college curriculum and linguistic expressions. The college has 3 Language departments (i) Hindi (ii) Punjabi (iii) English which defines and narrate Indian Culture, Knowledge System and traditional ethos to the students along with other topics. The promotion of the Hindi and Punjabi languages as well as the fusion of the Indian Knowledge System with the modern education system is accomplished through the arena of famous stories and poems of Indian writers depicting Indian culture and value system, teaching Indian scriptures like Ram Charit Manas, Bani of Gurus', regional level culture and folklore, a celebration of national language day (Hindi Protsahan Saptah) and International Mother Tongue Day(Punjabi). Department of social sciences like History educates the students through its curriculum and by visiting different historical places and museums(https://www.hindukanyacollege.com/activities/-educational-tour-) that highlight India as a trove of culture developed over thousands of years and manifested in the form of arts, works of literature, customs and traditions, artefacts, heritage sites, and many more. The students of Philosophy through their syllabi learn different philosophical theories on Indian thoughts, values and ethics like Buddhism, Jainism, Sikhism, Shaivism etc. Department of Music connects students with Indian culture and heritage through different Ragas. The college also hosts workshops on Yoga to promote ancient techniques for maintaining physical and mental health. Moral, ethical and Indian values are instilled through havan yajnas, cultural events, and extension lectures of the luminaries. The college library also has many books on Indian history, prominent religious places of India, Vedas, Upanishads and other scriptures. Students can easily access the biographies of notable Indian scholars. In the coming times, the college is committed to facilitating a seamless integration of Indian traditional knowledge with modern subjects as per UGC/affiliating university guidelines,

when received, in accordance with NEP 2020. It will aim to make our youth aware of the vast repositories of ancient traditional knowledge in India; map knowledge with modern scientific advancements and technologies and link Indian art and culture with the teaching learning process. To inspire and guide the faculty to generate a positive attitude, explore, and undertake quality research on the Indian Knowledge system, induction programmes and faculty development programs will also be organised.

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

The college has completely adopted the outcome-based curriculum framework and will implement the program structure and curriculum in letter and spirit approved by affiliating University in the future. Our goal is to deliver wholesome education through traditional and non-traditional courses. All the courses offered by the college clearly explain the objectives and scope of each course to the students. These objectives and program-specific outcomes are detailed on the college websites for the benefit of the aspirants. In addition to this, the College has a defined system of continuous evaluation and internal assessment to monitor the progress of students. Such a system facilitates the faculty to plan their course of action to help the slow learners so that they can cope with their studies and guide advanced learners to score high and move ahead towards their goals. By doing this, it is constantly monitored whether the program outcomes and learning outcomes are achieved or not. Henceforth, all due efforts are made so that students get the required expertise, knowledge, skills and capabilities.

20.Distance education/online education:

Currently, our institution does not provide any distance education program. However, the college is carrying out its teaching-learning process in a blended mode.

Extended Profile

1.Programme

1.1   **375**

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

File Description	Documents
Data Template	View File

2.Student

2.1   **523**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2   **379**

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   **165**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	[View File](#)

3.Academic

3.1   **32**

Number of full time teachers during the year

File Description	Documents
Data Template	[View File](#)

3.2   **33**

Number of sanctioned posts during the year

Extended Profile

1.Programme

| 1.1

 Number of courses offered by the institution across all programs during the year | **375** |

File Description	Documents
Data Template	View File

2.Student

| 2.1

 Number of students during the year | **523** |

File Description	Documents
Institutional Data in Prescribed Format	View File

| 2.2

 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year | **379** |

File Description	Documents
Data Template	View File

| 2.3

 Number of outgoing/ final year students during the year | **165** |

File Description	Documents
Data Template	View File

3.Academic

| 3.1

 Number of full time teachers during the year | **32** |

File Description	Documents
Data Template	View File

3.2	33
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	48
Total number of Classrooms and Seminar halls	

4.2	44.45
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	101
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The college ensures effective implementation of the syllabus prescribed by the parent university. The workload of every department is evaluated prior to the commencement of the academic session so that the posts are filled in time, if any. Time Table committee prepares and displays class-wise and subject-wise timetables.

For effective planning of the curriculum, semester-wise unitization of the syllabus is uploaded on the website and its PDF is shared by the class coordinators at the time of admission so that they get familiar and connect with their syllabus before the session begins(https://www.hindukanyacollege.com/unitization). Hard copies of the syllabi are provided in the library also.

Faculty members use different teaching pedagogies along with chalk and talk methods todeliver the lectures effectivelyfor the time-bound completion of the syllabus. They use various ICT tools,

organise seminars, workshops, group discussions, quizzes and administer tests. Google Classroom is used by teachers to share study materials, lecture-based Google forms and assignments. WhatsApp Group of each class is created by the class coordinators to develop rapport and a platform for the students to address their queries and information regarding forthcoming events with the students.

Documentation of the covered syllabi is done by preparing teaching plan diaries, syllabus completion reports and monthly reports, filled by teachers confining details of chapters covered, tests conducted, assignments given and seminars organized.

File Description	Documents
Upload relevant supporting document	View File
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 college follows the university schedule and creates its own academic calendar as per the university calendar (https://www.hindukanyacollege.com/academiccalendar) which is a part of the College Prospectus. In the meetings of the Heads of the Departments with the Principal, academic planning of the entire session regarding proposed co-academic activities, teaching days, vacation schedules and Pre-Semester examinations is done.

Teachers are directed to cover a minimum of 90% syllabus for Pre-Semester exams and question papers are set strictly according to the university pattern. Departmental Heads randomly check answer sheets to ensure qualitative evaluation and give suggestive remarks. Answer sheets are distributed and question papers are discussed with students in the classrooms. Teachers tap on the slow learners and advanced learners and guide them accordingly. Comprehensive assessment of student performance is analysed and supervised continuously and consistently through class tests, seminars and projects also.

In practical subjects like Home Science, Cosmetology, Fashion Designing etc., the performance of students is continuously evaluated based on some pre-defined parameters by the department concerned. Lecture-based Google form questionnaires are also

conducted to assess the performance of students which provide required feedback to improve their performance.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	**Nil**

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**C. Any 2 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	**No File Uploaded**

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

12

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)

`10`

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	[View File](#)
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

`164`

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

Hindu Kanya College endeavours to promote the higher values of life among students so that they develop the power of discernment (Viveka), to distinguish between right and wrong, or to determine their goals in life and action plan. Though the set courses cover issues pertaining to gender sensitization, environmental protection, sustainability and professional ethics, the co-curricular activities addressing these issues are also organized by different clubs, units and associations.

Professional ethics encompassing organizational behaviour, business ethics, business etiquettes, good governance etc. are inculcated through the curriculum of Commerce, Sociology, Public Administration etc.

Students are sensitized about Environment and Sustainability on various issues water pollution, wastage of energy and hazards of single-use plastic through the subject of Environment Studies (EVS) and awareness activities organised by the Nature Eco Club, NSS Units, NCC and Extension Activities Committee. Field visits to Pushpa Gujral Science City and Kanjli Wetland are organized during the session to reinforce their conceptual learning and to make them aware of pertinent environmental concerns. Herbal Garden is maintained in the college campus to spread awareness regarding the vital significance of herbs and medicinal plants in our daily life. Besides these, the installation of solar panels is in the incubation stage.

Human values, gender sensitization, moral values virtues etc. are instilled among the students through the curriculum and co-curricular activities.

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	View File
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

56

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 from the following stakeholders Students Teachers Employers Alumni	B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	https://www.hindukanyacollege.com/feedback
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
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://www.hindukanyacollege.com/feedback

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

523

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

215

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

The teachers assess students' performance and design their teaching pedagogy to improve the learning level of slow and advanced learners. Student-centric learning is promoted by varied support systems like Library, Computer Labs, Reading Room, ICT-enabled Smart rooms etc.

To assess the student's performance academically and co-academically, group discussions, quiz competitions, projects, field visits, class assignments, class tests, extension lectures, workshops, community orientation-cum awareness activities, and educational tours are conducted. The college also provides facilities to meritorious students and students hailing from economically disadvantaged families like financial assistance by way of fee concession and scholarships andprescribes books for the whole session from the Book Bank section of the College library. Reference books are also prescribed to advanced learners to enthuse them to study beyond their textbooks and prepare well-formulated notes.

Slow learners are prepared to answer sure-shot questions, which

are repeatedly asked during the past few years in the University exams. They are provided with the facility of the question bank. Regular class tests are also conducted aimatto bridge any learning gaps and enhance their understanding and performance.

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
523	32

File Description	Documents
Any additional information	No File Uploaded

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

Teachers improve students' interest in theoretical lessons by involving them in practical activities keeping in mind learners' abilities, interests, and experiences, thereby encouraging learning by doing. Different departments of the college run certificate and add-on courses. Students are motivated to participate in different activities such as seminars, group discussions, role-play, subject-based quizzes, story telling, debate, Entrepreneurial Development Programmeand Management event to explore, interact, share views and ideas, learn in groups and observe.

The College organizes industrial visits, field trips, Guest lectures from industry/academics and workshops to augment classroom learning. Project work in some courses empowers the students to learn by applying theoretical concepts in practice to solve real-world problems and then reflect on the outcomes. Students also get hands-on experiences to expand their knowledge into action through non-course-based forms, like various competitions or community services through NSS, NCC, and Red Ribbon Club etc.

Problem-solving activities like developing a program by students of BCA/BSc.IT,written assignments on important topicsfrom syllabi,end-of-chapter problems in different subjects like mathematics, accountancy, economics, statistics, graphics, numerical methods etc. helps in deeper understanding of concepts. It also promotes the development of critical thinking skills, problem-solving abilities, and analytical approach.

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 College ensures that ICT-enabled services and tools are used effectively and optimally by faculty members to increase students' vistas of knowledge beyond their textual and traditional learning. Presentations, Google-form-based quizzes, video lectures, and PDF files containing text and demonstrations are used by teachers to make their lectures effective and communicative. The college has smart rooms and projector-enabled classrooms. Online tools are used to make subjective/objective evaluations of students and to send lecture recordings, and soft copies of important topics and assignments. CD/DVDs based electronic resources of the important topicscovering the syllabus have been kept in Library for the use of students. The facility of INFLIBNET in the College Library helps the staff and the students to have access to e-journals, e-books and e-articles. Different departments of the college also conduct webinars, workshops, and guest lectures on the new developments in the core subjects for effective teaching and learning of students in which the experts use different ICT-supported platforms. The college also broadcastethese online arrangements on the YouTube channel of the college. The IT department keeps on organizing special workshops for the faculty on different teaching tools, packages, and applications, as and when required, to enable them all to adopt a blended mode of the teaching-learning process effectively.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	[View File](#)

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

32

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	[View File](#)
Circulars pertaining to assigning mentors to mentees	[View File](#)
Mentor/mentee ratio	[View File](#)

2.4 - Teacher Profile and Quality

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

32

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	[View File](#)

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

10

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

360

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.

The college follows a proper mechanism to conduct internal assessments for evaluating students' knowledge, subject clarity and overall performance. Internal assessment is done at various levels through Pre-Semester Examinations, class tests, assignments, projects, lecture-based Google forms, question-answer sessions, interaction with students, practicals etc.

A House Examination Committee headed by the Registrar coordinates the conduct and evaluation of internal examinations. The evaluation-related grievances are also held in a systematic way, through the college portal.

College pays due importance to make the internal assessment procedures transparent and robust. Teachers discuss students' performance thoroughly in class and apprise them about their shortcomings and areas of betterment. In the subjects where internal assessment is proposed by the university or practical

scores are to be considered, the concerned department sets the parameters of assessment which are duly communicated to the students at the beginning of the semester. The whole process is carried out in a well-planned manner.

As far as the frequency and mode of various assessment tools is concerned, class tests, assignments, projects, lecture-based Google-form, practicals etc are conducted weekly or monthly in blended mode, whereas Pre-Semester Examinations are conducted twice a year before the University Examination in offline mode.

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

Examination-related grievances are handled online by the College through its portal. Each registered student of the college is provided with a Login Id through which she can access the students-related facilities section of the portal. Results of house examinations are also shown in this section.

If a student is unsatisfied with the scores given, she can submit her grievance, then and there, within three days of the uploading of results. After the submission of the grievance, a token number is generated by the system for the reference of the students. It is directed to students to submit their answer sheet to the examination clerk with the mention of the portal-generated token number on the sheet.

The registrar then collects all the answer sheets, evaluates the grievances, and takes the necessary action. Registrar may get the answer sheet re-evaluated by another teacher in case the student is not satisfied with the evaluation. The college tries to resolve the examination-related grievances within three working days from the submission of the grievance. Students are also intimated after resolving their grievances, personally by the team of the House ExaminationCommittee and by uploading revised results on the portal.

Once the examination process is completed the Principal keeps the check on the status of all the grievances and guides the House

Examination Committee to remove discrepancies, if any.

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 Programme Outcomes (POs) and Course Outcomes (COs) are adopted for all Programmes offered by the institution in accordance with the affiliating university. The programme outcomes of different courses under the faculty of Arts, Commerce and Computer Science & IT are displayed on the college website for the reference of all the stakeholders. (https://www.hindukanyacollege.com/program-outcome)

The Course Outcomes and Programme Outcomes are also communicated to students through College Prospectus and Display Boards in departments. In the induction programme, specially organised for the freshers, students are made aware of the outcomes and they are guided to opt for the subjects as per their interest and potential.

Awareness is also created among the students by the Counselling Committee at the time of admission. Teachers keep on updating students about the latest trends introduced in their subjects in the classrooms. Moreover, expert talks are arranged to guide the students about the market expectations of various subjects.

At the start of the session, the Principal askall the teachers to clearly understand the need and scope of the subjects they are teaching. By evaluating teaching plans and diaries in the presence of the head of the department, the Principal also keeps an eye on the academic process of the college.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://www.hindukanyacollege.com/program-outcome
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 college tries to keep a check on the achievements of Program/Course outcomes by using direct and indirect methods. In the direct methods, we evaluate the performance of students' knowledge and skills based on scores in House tests, university examinations, pre-semester exams and assignments. Participation and involvement of students in seminars, workshops, quizzes, group discussions etc are also considered. The faculty also keeps a record of projects assigned to the students. Remedial teaching is provided to the students when and where required to enable them to keep pace with the desired progression.

Indirect methods to evaluate the outcome are through the feedback obtained from various stakeholders which include Examiners'(practical) feedback, achievements in co-curricular and extra-co-curricular activities, Alumnae Meet, students' satisfaction survey and suggestions from the students.

One of the most important programme outcomes of an undergraduate degree is to make students job oriented and market-ready after successful completion of the degree programme. For this, the college tries to arrange interactions with industry experts and professionals from different areas who guide students about the demands of the market with the help of the Placement Cell of the college.

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

164

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://www.hindukanyacollege.com/feedback

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)

350000

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

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

1

File Description	Documents
List of research projects and funding details (Data Template)	[View File](#)
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	[View File](#)
Paste link to funding agency website	https://icssr.org/sites/default/files/research-proj-minor-2021-22.pdf

3.2 - Innovation Ecosystem

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

Eco-System for Innovation is promoted through Research and Development Cell fostering research culture and encouraging teachers to upgrade academic qualifications by attending workshops, FDPs and MOOC courses. Besides these, the N.list facility is also provided to the researchers.

The college runs short-term skill-based certificate and diploma courses and has created Industry-Institute partnerships and tie-ups with Jagat Guru Nanak Dev Punjab State Open University, Bajaj FinServ, and Tally consultants for nurturing micro-entrepreneurial skills. Value Added Courses in English, Commerce, Computer Science, Home Science, Fashion Designing and Cosmetology are run besides regular courses to train students according to current industrial requirements.

Students have been engaged in different activities, fostering the entrepreneurship culture through structured and non-structured Entrepreneurial Development Programmmes such as "Naye Uddhami Pehli Udaan" and 'Business Fest' by the PG Department of Commerce; Handicraft Mela/ Exhibition cum Sales Counter established by the Department of Fashion Designing under the project "Earn While You Learn" and Mehandi stalls arranged by the Cosmetology Department.

Initiatives for the Creation and Transfer of Knowledge include Seminars, Workshops, and Industrial/Field visits through which students acquire information and new skills related to concerned subjects from the experts of the specific field. College provides a platform for budding writers to showcase their imaginative ingenuity by participating in Literary Competitions and writing articles for the college Magazine.

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

2

File Description	Documents
Report of the event	View File
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

5

File Description	Documents
Any additional information	[View File](#)
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

3

File Description	Documents
Any additional information	[View File](#)
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

The College has observed that residents of the nearby villages adopted by NSS units, lack health awareness, hygienic living conditions, and awareness about deadly diseases like AIDS and

environment-related issues. NSS volunteers undertook several activities in these villages like tree plantation, a 2-day cleanliness drive and Nukkad Natak on the theme of educating girl children. Besides these, a camp was also organized on December 2 to familiarise villagers with voting using VVPAT, in collaboration with district administration. Voters were appealed to cast their votes through door-to-door visits. Volunteers also cleaned the nearby public park i.e., Shalimar Bagh and showed the importance of community hygiene to the public. World AIDS Day was observed by NSS, in collaboration with health authorities. Students were made aware of the myths associated with this chronic disease. NCC cadets, under the drive 'Swachhta Bharat Abhiyaan' cleaned the statue of Shaheed Bhagat Singh situated in the heart of the city. Cadets commemorated Martyr's Day of Bhagat Singh by paying obeisanceto the Shaheed who sacrificed his life for the country. Cadets also participated in a nationwide sanitation activity organised at Kanjali Wetland, impacting the thought process of society to live healthy and hygienic life. The Red Cross Unit and NSS Units of the college organized COVID Vaccination Camps on campus and ensured everyone gotvaccinated to combat the deadly disease.

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

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

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

0

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

10

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
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

975

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
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

01

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	View File
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.

The college is in pollution-free vicinity adjacent to Shalimar Bagh. It encompasses over 2.5 acres of land and has 44 airy and spacious classrooms. The college has 5 Hi-Tech computer labs and fully equipped labs for Home Science (Two), Fashion Designing (Three), Communication Skills (One), Music (Two), Cosmetology (One), and an IQAC Room. The departments of English, Punjabi, Social Sciences, Commerce, Hindi, Computer Science and IT have separate department rooms. Department of Commerce and Computer Science and IT have maintained separate departmental libraries for their students. A desktop with internet connectivity is also provided to these departments. The college has two smart rooms equipped with audio-visual aids, overhead, and LCD projectors.

Three of the rooms from the Commerce Department are equipped with ICT facilities for the teaching-learning process. The college has an updated computerized Library, which is a rich repository of the latest learning resources with access to e-resources of N-LIST which is a part of the E-ShodhSindhu consortium of INFLIBNET. A separate Archive Section is also there in Library. AReading Room is also there, where students can sit and study during their free periods.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.hindukanyacollege.com/infrastructure

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

Our college houses adequate facilities and physical infrastructure for arranging games, cultural and fitness activities. Due to the shortage of space within the campus, public grounds are used for outdoor games. During the present session, training related to athletics was given to the students who participated in the 100-meter race in Inter College competition. Generally, our college sports students participate in District/College/ University level competitions, but due to COVID-19, the team could not be framed. The college also organized an Inter-Class Tug of War competition on 3rd March 2022 and sports events on 1st April 2022 in which students participated in different races and athletic games. The college gymnasium/Yoga centre is maintained with machines and exercise tools for carrying out fitness activities. This year, from 26th October to 11th November 2021, Yoga classes were arranged for students. The college provides special incentives like fee concessions, mess, and hostel facilities to its sports students. Besides these, balls, net, rope, badminton rackets etc. are also provided to the students. A spacious multipurpose hall named Madalsa Bhawan along with a green room facility is used to showcase students' talents in the events like dance, drama, songs, mime etc. A fully air-conditioned, ICT-enabled Conference Hall is used to organize seminars, conferences and workshops to complement the teaching and learning process. The college has various musical instruments, sound systems and music systems to facilitate the students to participate in different cultural events within or outside the college.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.hindukanyacollege.com/infrastructure

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

7

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.hindukanyacollege.com/infrastructure
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)

4.29

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 College library is digitalized using an Integrated Library Management System Software since 2013. The operation of the college library is assisted by Campus Analyzer version 3.5, an Integrated Library Automation Software by Contemporary Software Services Pvt. Ltd., Mohali. It simplifies the entire daily library housekeeping operations such as Membership, Accessioning, Circulation, OPAC and report generation. Accessioning becomes very simple as new books get entered into the software along with all its relevant information like title, author(s), edition, publisher, seller party, price, call number and many more. Campus Analyzer enables the Librarian to modify the record anytime by adding or removing subject, language and supplier etc. A book can be searched using OPAC by its author, title, and publisher or by accession no. etc. Campus Analyzer provides updated reports of library records such as subject-wise lists, issue registers, write-off lists etc. and reports regarding issues, returns and renewal of books stored can be generated through this software. The new books are displayed for two weeks on the display stand. User orientation is provided at the beginning of the year regarding the various facilities services and resources available in the library.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	https://www.hindukanyacollege.com/infrastructure

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	D. Any 1 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)

35450

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
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

23

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 college allocates a fair share of the budget for the augmentation, replacement, and upgradation of the existing IT facilities. Assessment of IT infrastructure is done regularly. Periodically checking and testing of all the IT-related equipment is also done and when the need arises we keep on updating and augmenting our facilities as per budget allocations.

The Computer Science department of the college keeps a check on the Software related requirements of different departments and provides them with the requisite support. The maintenance and uploading of the college portal are also being done in-house. Many modules have been added during the year to make it more informative and user-friendly. The college website is mobile friendly also.

We have also added new computers for Fashion Designing Lab, asmart

board panel and LCD Projectors during the year.

A Lease Line of 50MB was also subscribed during this year to provide labs, offices, Seminar Rooms and different departments with smooth internet connectivity. The college campus is also Wi-Fi enabled. The JIO company has installed different access points throughout the campus for free but limited connectivity. We have installed Wi-Fi routers in Computer Labs, College Office, and the Principal's Office.

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

4.3.2 - Number of Computers

114

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	A. ? 50MBPS

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

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)

2.84

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 college observes a set procedure which includes taking permission from management, inviting quotations, verification of prices, quality of items etc. to update and maintain physical, academic and support facilities. Regular maintenance of electrical equipment, water coolers, classrooms, corridors, canteen, common room, lawns, transportation and the first-aid room is done by the College Caretaker and the Support-staff. The Caretaker checks regularly the complaints related to the infrastructure in an infrastructure complaint register kept in the administrativeoffice.

To improve the academic resources and to fulfill the readers' demands, the College Library is being regularly updated. The library advisory committee keeps a constant watch over the updates of the library stock and the proper utility of the reading material. Departmental Libraries are also maintained to cater their reader's subject-specific reading material.

In IT department, a Coordinator checks the requirements, utilization, and maintenance of resources. The college has hired the services of Hardware and software technicians for the smooth functioning of ICT equipment. A regular annual stock checking is conducted to keep a proper record of the inventories and equipment maintained by the departmental labs of Music, Home Science, Fine Arts, Physical Education and Computer Science. A report is compiled annually elaborating the repair plan, writing off or weeding out, and purchase of new items.

The classrooms remain occupied for the whole day for teaching programmes. Smart classrooms are used not only for lectures but also for audio-visual presentationslike showing syllabi-related movies or exemplary documentary movies .

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

29

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 benefited 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 benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

84

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	https://www.hindukanyacollege.com/collegeactivities
Any additional information	View File
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

202

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

202

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 grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above

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

10

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

33

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

0

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)	**No File Uploaded**

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.

20

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

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 college promotes students' fair representation in various administrative, co-curricular and extracurricular activities. For this a Student Council has been constituted comprising of the head

girl, vice-head girls, class prefects and class representatives who were selected through election based on voting, academic performance, communication skills, and participation in extracurricular activities; while class representatives are elected based on voting, academic performance, and general conduct. Student Council serves as a bridge to convey the decisions of the higher authorities to the students and also shares students' issues and expectations to the higher authorities. The head girl of the college is the student representative of the IQAC. Besides the Student Council, there is a Student Welfare Committee comprising of class prefects from each class. Students also get representation in departmental associations, clubs, units and societies as members or office bearers. Their involvement in planning and organizing various activities and programmes inculcate in them a sense of responsibility. Students are also engaged in organizing various extracurricular activities such as Talent hunt, inter-college competitions, student fest etc. The extension activities of numerous organizations and societies, such as Nature Eco Club, NSS, NCC, Youth Service Club, Red Cross, Red Ribbon Club, etc. are also carried out with the help of students.

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

6

File Description	Documents
Report of the event	View File
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

Alumnae Association is registered and functional in the college to keep our alumnaein perennial and abiding contact with the actual working of the college. The alumnae have participated and contributed to the overall development of the college in the following ways:

On 22nd October 2021, Prof. Monika Aggarwal, Associate Professor, UIAMS, Punjab University, Chandigarh and President, of the Alumnae Association of the college conducted a webinar on 'Commodity Market-Prospects & Challenges' for the students of P.G. Department of Commerce and Management in which Mr. Sanjay Gakhar, Vice President and Regional Head, Business Development MCX, Delhi apprised the students about the different aspects of the Online Market for trading primary commodities.

On 12th March 2022, an Alumnae Meet was held in the college where alumnae's golden memories were shared and present accomplishments were highlighted briefly. First Season of Interactions with Alumni: "Connect: An Online Rendezvous with Alumni" was conducted on 20th July 2020. Students got inspiration by listening to the alumnae's success stories and learned the importance of striving hard in life. The Second season of Series of Interaction with well-placed alumnae was conducted online on 31st July 2021 to highlight the importance of Skill based education for surviving in today's competitive world.

Apart from these, the college also welcomes and receives healthy feedback and constructive suggestions from old students

implemented in the actual functioning of the institution. The alumnae are also connected with the college through social media platforms.

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

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The Vision and Mission of the College are well articulated and widely communicated to all stakeholders and the general public through the college website and prospectus (https://www.hindukanyacollege.com/about-us). Upholding the College's vision and mission is the paramount objective of institutional governance, which is materialized by following the democratic and participative mode involving all stakeholders. The Governing Body formulates policies and strategies in tune with the vision and mission. The principal, being the academic head, decides and implements the institutional policies with the assistance of Departmental Heads, Advisory body, Conveners of various clubs, committees and Staff Representatives. The Advisory body involves the representation of teachers in making various decisions related to academic and non-academic matters of the college. Teachers discharge energetic roles by steering different clubs and units like NSS, NCC, Women's Cell, Eco Club, Red Cross, Red Ribbon Club etc. Erudite governance ensures a meaningful teaching-learning experience for both the teachers and the students by monitoring the teaching methodology; scrutinizing the teaching outcome regularly; upgrading the physical infrastructure

and modernizing the teaching aids.

During the year, to achieve the college vision and mission of enabling women to be fully enlightened, empowered and skilled and as a confident entity for society and nation, the college has initiated skill-based, value-added courses in Computer Applications, English, Fashion Designing, Home Science, Cosmetology and Commerce Department.

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 and Participative Management are evidently visible in College's functioning. The roles of each position are clearly defined from top to bottom. At Management Level, President is at the helm assisted by office bearers and sub-committees to deal with various functions of the college. The principal of the college controls things through heads of departments and various sub-committees. To advise the Principal in decision-making, an Advisory Body is also there. The staff has its representation in Managing Committee also through two Staff Representatives. The staff secretary acts as a bridge between the Principal and Staff Members. Staff Welfare Committee is also there in which office bearers of the Managing Committee and staff from teaching and non-teaching are members. At the Student level, a student council is there which is headed by a Head Girl and a Vice Head Girl. The Student Council comprisesof Class Representatives from each class. To represent a class, there is a Class Prefect also who takes part in the meeting with Management through a Student Welfare Committee. The office is headed by Office Superintendent who is assisted by different clerks with assigned duties. The dutiesand responsibilities of each seat are clearly displayed in the office for the convenience of students.

File Description	Documents
Paste link for additional information	https://www.hindukanyacollege.com/_files/ugd/0f261e_de22f20b005c4f3d8e43caa1afc1f86b.pdf
Upload any additional information	**No File Uploaded**

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college has effectively acted upon the previous year's action plan chalked out by the IQAC. The college has diligently deployed the following strategic plans during the year:

1. Faculty members joined Ph.D. programmes, faculty development programmes and completed courses offered by MOOC for their professional growth and to improve their academic profile. One minor project was awarded by ICSSR in the subject of Economics during the current session.

2. New Skill-oriented and Value-added courses were introduced to provide students with vocational/skill-based education and to substantiate theoretical knowledge with practical knowledge.

3. An MOU has been signed with Bajaj Finserv to provide guidance on how to prepare for interviews, for which different experts elaborate on the issues like communication and other workplace skills to the students.

4. The Internal Evaluation process has been made more translucent and effective by introducing some reforms during the year. Pre-Semester Results are uploaded on the college website so that students using their Login IDcan check their results. In case of any discrepancy, the Registrar of House Examination resolves it within three days of filing the grievance. Students can check their revised results on the college website.

5. Alumnae Association has been registered to provide a common platform to the alumnae for the exchange of ideas on academic, cultural and day-to-day social issues and general information; to procure financial support for the institution and its programs and to arrange funds to help the needy and deserving students.

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

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

The Institution follows the rules and regulations of the Guru Nanak Dev University, the State Government and the UGC. The college has a Governing body responsible for the formulation of strategies and policies regarding finance, human resource, education and research, and infrastructure arrangements. At the college level, the Principal is the final authority who reports to the Management. The Principal keeps the Management updated about the activities and about the requirements involving finances, if any. In the absence of the Principal, senior faculty officiates as Principal. Various committees for academic, administrative, sports and extension activities, headed by a convenor/in-charge, are formed by the Principal. Some other administrative committees are Admission Committee, Time Table Committee, and Examination Committee etc. The convenors of all the committees are free to work but under the rules and regulations. The Institution follows the rules and regulations set by UGC, state government and affiliating university regarding the appointment and service of employees. The Institution also follows leave rules as per the affiliating university, State Government and Management. Each department is headed by a senior teacher. A Staff-Secretary and two staff representatives are elected from the academic staff. They present the problems and suggestions of the staff, if any, before the Principal and management and thus act as a bridge between the staff, principal, and management

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the institution webpage	https://www.hindukanyacollege.com/_files/ugd/0f261e_de22f20b005c4f3d8e43caa1afc1f86b.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	View File
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

The Welfare measures for Staff are as under:

Teaching Staff

- **50% fee concession is given to the wards of teachers.**
- **Provision of study leave with full pay.**
- **Duty leaves are given to staff for attending and presenting papers at seminars in other colleges.**
- **Free transportation facility**
- **Permissible Leaves**

Non-Teaching Staff

- **A 50% fee concession is given to the wards of non-teaching**

- staff members.
- **Provision of study leave with full pay.**
- **Loan facility without interest (For Class IV staff)**
- **Free transportation facility**
- **Permissible Leaves**

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

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	**No File Uploaded**

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

3

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	View File
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

4

File Description	Documents
IQAC report summary	View File
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

The college conducts Performance Appraisals annually for assessing the overall performance of teaching and non-teaching staff to improve their overall functioning. A proper appraisal system is observed through the Annual Confidential Report submitted by the

teaching staff in which the details of refresher/orientation courses/workshops etc. attended by the teacher and their involvement in curricular and extracurricular activities are included. Any special contribution/achievement made by the teacher or non-teaching staff is also given rightful weightage. Teachers and non-teaching staff are awarded with grades as per their performance by the Principal and their comprehensive appraisal is forwarded to the higher authorities. These ACRs are considered as a base for up-gradation or the next promotion. The parameters on which teachers' performance is assessed rely on their academic performance, publications in journals, participation in seminars, workshops, FDPs, research initiatives and their contribution to extracurricular activities. The Principal directs Departmental Heads to assess and grade teachers' performance through Monthly performance filled by teachers.

Students Satisfaction Survey is another medium to obtain students' feedbackabout teaching and non-teaching facilities and it is evaluated by the Principal. In case of any laxity on account of a teacher or any non-teaching staff in question, the Principal conducts a thorough counseling of the concerned person and urges to improve his/her performance. The main parameters to assess the performance of the non-teaching staff are to test their efficiency in dealing with students' queries, their cordiality, and overall helpfulness.

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

The college conducts a systematic and regular audit of its financial transactions by various internal and external agencies. All accounts books are audited by a Chartered Accountant annually, who is selected by the College Managing Committee. The Chartered Accountant pays utmost attention and care while checking and endorsing all Utilisation Certificates and financial transactions carried out by the college annually as these are further to be produced before higher bodies that administer and allocate

different college grants. Any discrepancy found in the audit is brought to the notice of the Principal and the Office Superintendent by the CA. After passing through a vigilant rectification process, finalized final accounts are further presented in the meetings of the Managing Committee and the General Body of the college for final approval.

External audit and checking of the financial statements are also conducted by the government agencies to audit the financial statements of the college and to verify the proper utilization of grants vested to the college with regards to development, seminar, salary grants etc. So, the mechanism of Internal and External audit and scrutiny of all account books is done to ensureprimarily the proper utilization of the grants. All the objections and discrepancies are addressed in due course of time to avoid any misappropriations and irregularities.

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)

345684

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 predominant source of funds for the institution is from:-

- Students fee (tuition, college, transportation etc)

- Donations from Philanthropist, Ministers and NRI's visiting the College

Proper utilisation of financial resources is planned at the beginning of every year. The expenses of the funds are mainly due to the following:-

- Salaries
- Infrastructure and Maintenance
- Cultural and co-curricular activities
- Promotional activities

Administrative expenses

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

The college has achieved substantial success in ensuring the skill development of its students by taking special initiatives. Students are equipped and certified with professional knowledge about the latest accounting software, Tally Prime for which College has been empaneled with Tally Education Private Ltd., Bengaluru as the sole training & assessment centre in the city.

An MOU has been signed with Bajaj Finserv Limited, Pune registered under the company act, 1956 to impart practical knowledge and essential skills like communication, and workplace skills to final-year graduation students and Postgraduates.

Moreover, to substantiate theoretical knowledge with practical knowledge and to brighten the avenues for the students; five Skill based job-oriented courses under the affiliation of Jagat Guru Nanak Dev Punjab State Open University, Patiala have been introduced.

Research promoting initiatives to improve the quality of teaching werealso taken. The proposal for the Minor Project on "The Contract Marriages in Punjab-The Socio, Economic, Cultural and

Psychological Consequences" of Dr. Anupam Sabharwal has been sanctioned by ICSSR with a grant of Rs. 350000.

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

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

IQAC aims at sustaining the quality standards by reviewing its teaching and learning methodologies, pedagogical approaches and mainly learning outcomes at periodic intervals mainly through the following practices: 1. College obtains feedback from its stakeholders like students, alumnaeand parents to enhance teaching-learning outcomes. This feedback is analyzed thoroughly and minutely. It helps in assessing and improving institutional performance in scholastic and co-scholastic areas. The quality of teaching is also assessed regularly through students' feedback. IQAC also conducts an academic review of all departments through monthly syllabus completion reports and the results of the students. To materialize the scope for further improvement based on feedback, IQAC ensured that a list of reference books must be submitted as and when required by the Heads of Departments to the Library Advisory Committee so that the books could be arranged well on time. 2. IQAC encourages teachers to make use of ICT-enabled pedagogical methodologies like PowerPoint Presentations, video lectures, Google Classroom-based assignments and tests, etc. to make the teaching-learning process innovative and interesting. 3. IQAC organizes FDPs and Seminars regarding the emerging trends and methodology in the areas of commerce, social sciences and technology to nurture research culture among faculty. It encourages research aptitude by persuading them to present and publish research papers in UGC care listed journals.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.hindukanyacollege.com/_files/ugd/a64db6_d43f3a1f07b541cda0479e700bf23ff1.pdf
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)	No File Uploaded

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

To instill gender equity and sensitization among students, following extracurricular activities were organized during the year:

1. A webinar on "Gender Sensitization- Time to Change the Mind Set" was organized by the Department of Political Science. Dr. Ritu Lehal, Professor, School of Applied Management, Punjabi University, Patiala, the keynote speaker, emphasized that Gender Equality is a fundamental Right for a progressive society. Students learned that gender equality is essential to make our community safer, healthier and prosperous. 2. A Nukkad Natak on "Women Education and Empowerment" was organized by the NSS units in Rupanpur village in which NSS volunteers spread awareness among the general public that equal rights and education play a key role in making women independent and financially strong to combat the challenges of life. 3. International Women's Day was commemorated

to honor the significant role of women in society. Mrs. Anupam Kaler, ADC, Urban Development, Kapurthala and Dr. Usha Kapoor, an eminent educationist were invited as role models so that students could get inspired from them to work hard and mark their place in society. In this event, leading female sarpanches of the nearby villages were also honored for their contribution in society. They were encouraged to promote and motivate the girls' education in their villages. 4. Student Legal Literacy Cell organized a Seminar on Free Legal Services. Shri Mahesh Kumar Sharma, Chief Judicial Magistrate, District Legal Services Authority, Kapurthala and Advocate Deepti Marwaha discoursed on legal provisions available for women.

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	https://www.hindukanyacollege.com/_files/ugd/a64db6_d14cb4fd43c54a75a9a71152e1ad998b.pdf

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 institution strives to provide a pleasant environment for academic and non-academic activities. The concern of the institution is to reduce and reuse the waste generated on the campus. The college has placed different color dustbins for different types of waste in the canteen, campus café and

corridors. Organic waste from the canteen and trees /plants is disposed of in compost pits,processed and reused as manure for the plants and lawns inside the campus. The use of single-use plastic is barred on campus to contribute towards environmental protection. For liquid waste management, the college has well defined under-ground sewage system linked with the main sewage system of the city. The distribution system of water is inspected for any leaks in pipes or taps regularly by the caretaker and is repaired without any delay. The college always tries to dispose-off e-waste of any kind properly and has signed an MOU for three years with a computer vendor, M/s IT Professionals, Kapurthala. Students are also guided and counseled, from time to time, through expert talks, seminars, and competitions to work for environmental protection.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

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
3. Pedestrian-friendly pathways
4. Ban on use of plastic

C. Any 2 of the above

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	**C. Any 2 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	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	[View File](#)

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	**D. Any 1 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).

Creating an inclusive environment requires continuous efforts from all members of the institution. Here are some institutional efforts: 1. The college Conducted the following programs for faculty, and staff to increase awareness and understanding of different cultures, religions, languages, and socio-economic backgrounds. • Ek Bharat Shrestha Bharat Club staged a Quiz Competition on the topic "Different Festivals and Food cultures of India" on 21-04-2022 to attach students with their versatile Indian culture, rich heritage, and Indian ethos. • Social Sciences Association organised a quiz on the ideology of Baba Sahib to mark his 131st birth anniversary on 15-04-2022. • On 21-02-2022 the Bhasha Manch celebrated International Mother-Language Day to promote the mother tongue (Punjabi). Also 'Hindi Language Promotion Week' was organized to infuse the importance of the Hindi language by organizing various activities and competitions. • Solemnization of Havana, Divine Path of Shri Sukhmani Sahib, a celebration of festivals like Basant Panchami & Lohri, the commemoration of different days like Teacher's day, youth day, Women's Day, Yoga Day, etc. fostered a sense of spirituality, unity, belongingness, and social harmony among students. 2. The college ensures financial support for needy and underprivileged students irrespective of caste and creed. 3. At the dialogue platforms like Student Council, Student Welfare Committee and Savikaran, students can openly discuss their experiences and share their perspectives. 4. The College has strict policies against any form of discrimination, harassment, or bullying and has established a transparent system for Grievance Redressal.

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

To sensitize students and employees about their constitutional obligations and to instill in them values and a sense of civic duty, the College has organizeddifferent activities. An Extension Talk was organized by the Political Science Department to commemorate the 'Independence Day' and a Video message was also posted on the college's Facebook page to enlighten the students about the true meaning of independence and the glorious past of the Indian freedom struggle. Apart from this Quiz Competition was also organized dedicated to the 75th Anniversary of the Indian Independence (Azadi Ka Amrit Mahotsav) in which students came to know about the various events of the Indian Freedom struggle and features of the Indian constitution. On 'The Constitution Day' Special Assembly was also arranged to enlighten the students about the principles and objectives of the constitution which are declared in the Preamble of the Indian Constitution. An extension lecture was also organized on the Topic "Trends in Indian Nationalism' dedicated to the 75th anniversary of the Indian Independence to enlighten the students about the contribution and sacrifices of our freedom fighters in the Indian freedom struggle. To be aware and recall the true meaning of 'Republic Day', a video message was posted on the college's Facebook page. Moreover, the college has displayed constitutional duties, rights and a Preamble on its premises for students' awareness.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.hindukanyacollege.com/_files/ugd/a64db6_da26a4e57e2b4945b4d3de8a8631da0c.pdf
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	A. All 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

The College observed national or international events and festivals to sensitize students about the relevance of these days and to showcase students' skills and potential. Students were updated about these days through the college's Facebook page, YouTube videos and WhatsApp messages.

College observed national days like 'Independence Day' to make students aware of the glorious past of the Indian Freedom Struggle; 'Teacher's Day' to highlight the importance of teachers in carving students' lives and pay tribute to Dr. Sarvepalli Radhakrishnan; a week-long celebration to observe 'Hindi Divas' covering plethora of Hindi language promoting activities; 'Constitution Day'; 'National Voter's Day' to make students aware about principles and objectives declared in the Preamble of Indian constitution and 'National Technology Day' by arranging a quiz to know more about programming languages, applications, internet etc.

The college celebrated 'World AIDS Day', 'World Thalassemia Day',

'World Red Cross Day', 'International Yoga Day', 'International Mother Tongue Day', 'International Women's Day', 'World Book Day' and 'World Poetry Day' to sensitize students regarding issues like physical well-being, the role of women, mother tongue in uplifting society and importance of reading poetry and books. 'World Rangmanch Day' was observed by staging a Nukkad Natak on 'Women Empowerment.' To attach students with cultural roots festivals were also celebrated.

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	View File
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.

Induction Programme for New Entrants has been the engaging and welcoming orientation session-cum-best practice of the college to accustom the newcomers to the college atmosphere and attune them to the diverse courses, their scope, college support services, clubs, subject-based societies and associations. During the Induction programme, program outcomes and course outcomes have also been conveyed to the students and the same have been uploaded on the college website for the convenience of the students. Students have also been enlightened about the general instructions and code of conduct which are desirable for all students to maintain the decorum and discipline of the college

The college acts as a Samaritan for students. Since students hail from various backgrounds – educational, economic and geographical, the college has designed a mentoring system for the guidance of the students to address their academic, economic, health and emotional issues which encompasses both formal and informal learning. Mentoring Programme has been observed throughout the session through Class Coordinators who motivate students to attend their classes regularly and participate in various college annual co-curricular activities and competitions. Students are also mentored through a novel practice called Savikaran, with its prime

motto, "We are with you" in which a teacher's role widens beyond being a sheer knowledge provider. It engulfs guiding, caretaking, tutoring and counseling. A mentor helps young aspirants to explore and identify their latent talents so that they can hone their respective skill areas.

File Description	Documents
Best practices in the Institutional website	https://www.hindukanyacollege.com/_files/ugd/a64db6_5ce0d5bd5f3041919f0a21473f0508b7.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

The institution's primary focus is to concentrate on the student's overall growth and in-depth grooming so that they can lead a dignified life while illuminating the rich cultural heritage of distinct cultural, moral, and spiritual qualities described in our religious texts. The institution has consistently supported and upheld a system that encourages quality education to the students which can broaden their horizons in all areas, including academics, managerial skills, cultural pursuits, social work, and public speakingwith the right direction and motivation. The college places a strong emphasis on meeting the social, emotional, and educational requirements of the students in order to develop them into loyal, responsible citizens of the nation. It has been assessed and accredited by NAAC twice and received the grade "A". College invites a variety of luminaries, distinguished leaders, renowned women personalities, and vivid celebrities to distribute prizes, bestow degrees, present convocation addresses and invite alumnaefor ideas so as to consistently provide students with inspirational experiences. Students are inspired to define their goals and objectives from the very beginning of the session in order to be totally focused and dedicated to achieving the same. Moreover, various departments create short-term certificate courses, value-added coursesand subject enrichment activities.

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

7.3.2 - Plan of action for the next academic year

- **To brighten student's vocational avenues, new skill oriented and value-added courses will be introduced.**
- **To enhance the employment opportunities, a verified University Certified Course in Nanny Care and Nutrition will be introduced, because the demand for trained nurses is higher than before especially in the fast-pacing metropolitan cities in India and abroad.**
- **Tie-ups and collaborations with the experts and industrial hubs will be established to make the students market and competition ready.**
- **To promote the holistic development of the students, students will be encouraged to participate and excel in co-curricular activities and competitions at college, inter-college and university levels.**
- **To provide practical exposure and to promote experiential learning, educational trips, industrial interactions, workshops, project work etc. will be arranged.**
- **To keep students updated with the significance of observing important national and international days and festivals and to keep them attuned with their culture and Indian values, enlightening sessions, seminars, quizzes, competitions and other activities will be conducted.**
- **To nourish the mental health and physical well-being of the students, special sessions on raising awareness regarding nutritious diet, health care and wellness will be arranged.**
- **To enhance the present knowledge base of the faculty members beyond their subjects, an inter-disciplinary Faculty Development Program will be organized.**
- **To promote research culture among teachers and to upskill them with the latest trends in research and higher education, webinar, research promoting sessions and activities will be conducted.**