YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	Shambhu Dayal College
• Name of the Head of the institution	Dr. Manju Goyal
• Designation	Principal Officiating
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01204373329
• Mobile no	9891115678
• Registered e-mail	ssgzb024@yahoo.in
• Alternate e-mail	ssgzb024@gmail.com
• Address	SD PG College, opp. MMG hospital, G. T. Road.
• City/Town	Ghaziabad
• State/UT	Uttar Pradesh
• Pin Code	201001
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban

• Financial Status	UGC 2f and 12(B)
• Name of the Affiliating University	Ch. Charan Singh University, Meerut
• Name of the IQAC Coordinator	Dr. Shilpy Jindal
• Phone No.	01202833251
• Alternate phone No.	01204373329
• Mobile	9891985577
• IQAC e-mail address	iqacsdcollege@gmail.com
• Alternate Email address	iqacsdcollege@gmail.com
3.Website address (Web link of the AQAR (Previous Academic Year)	https://sdpgcollegegzb.com/wp-content/uploads/2023/08/submitted-AQAR-2019-20.pdf
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.52	2008	16/09/2008	15/09/2013

6.Date of Establishment of IQAC	01/02/2010

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
nil	nil	nil	nil	nil

8.Whether composition of IQAC as per latest NAAC guidelines	Yes
• Upload latest notification of formation of IQAC	View File

9.No. of IQAC meetings held during the year	4	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	No	
• 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 of the college encourages teachers to use ICT tools in classroom teaching practices. Feedback from students is collected and then analyzed for quality enhancement and improvement of the college. The IQAC proposed to initiate various green practices to maintain an eco-friendly college campus. The IQAC suggests and helps teachers to conduct extra classes for slow learner students.

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
CAS	CAS completed of Eligible Faculty members
Spreading awareness on COVID- 19	NCC, NSS units and Cultural committee of the college organised webinars and did outreach programmes for the neighbourhood socities.

13.Whether the AQAR was placed before statutory body?	Yes
• Name of the statutory body	

Name	Date of meeting(s)
College NAAC Comittee	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022	02/03/2022

15.Multidisciplinary / interdisciplinary

16.Academic bank of credits (ABC):

17.Skill development:

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

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

20.Distance education/online education:

Extended Profile

1.Programme

1.1   **217**

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

File Description	Documents
Data Template	[View File]

2.Student

2.1   **2447**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2   **1469**

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   **710**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1   **43**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2   **63**

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	**217**

File Description	Documents
Data Template	View File

2.Student	
2.1 Number of students during the year	**2447**

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	**1469**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**710**

File Description	Documents
Data Template	View File

3.Academic	
3.1 Number of full time teachers during the year	**43**

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	63

File Description	Documents
Data Template	No File Uploaded

4.Institution

4.1 Total number of Classrooms and Seminar halls	27
4.2 Total expenditure excluding salary during the year (INR in lakhs)	0
4.3 Total number of computers on campus for academic purposes	30

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

Being affiliated with CCS University, the college is required to implement the curriculum prescribed by the university rather than formulating one independently. Nonetheless, this compliance facilitates students in gaining essential and career-oriented knowledge through the well-structured curricular experiences provided throughout the teacher education program.Curricular and co-curricular activities are planned in the academic calendar to achieve the set outcomes. By taking cognizance of available infrastructure such as a number of classrooms, laboratories, projectors, practical boards etc. and students' strength for a particular program; the time table committee designs the time table for all the programs as per university norms. Effective implementation of curriculum is promised using Quiz, Group Discussions, Demonstrations, Debates, class presentations, workshops, Power Point Presentations, Add-on activities, competitions, Videos, Case Studies, guest lectures, training programme, etc. and also encouraging use of Moodle and Google

platforms for ICT based teaching learning process.The designed curriculum is displayed on the Institution's Website, which remains accessible to all stakeholders.Orientation day conducted in the beginning of the session to make students aware of the courses, activities teachers and rules for attendance and uniform. Pupil teachers' English and Hindi language proficiency, art and aesthetic workshop, scout and guide camp, teaching practice and internship, ICT presentation and community work are integral parts of the curriculum.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://sdpgcollegegzb.com/courses/

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

The academic calendar of the Institute contains the tentative dates of internal and external annual and semester examinations, co-curricular and extra-curricular activities; end term and vacation period, to guide the faculty and students. The Institute follows the academic calendar as per provided by the affiliating University. The academic calendar of the University is prepared by the Academic Planning Committee and IQAC at the start of every academic session with broad details of major academic events.

The schedule of classes, compilation and submission of the Internal Assessment are strictly as per the Academic calendar. To prepare the UG/PG students for academia and employability, regular seminars, workshops, career counseling sessions, etc. are conducted. Guidelines of Ch. Charan Singh University, Meerut is followed for all the programs and internal evaluation patterns. Continuous Internal Evaluation (CIE) is carried out in an objective as well as subjective manner of assessments.Different methods are followed for CIE such as assignment, quiz, tutorials, seminars,presentation, case studies, Viva-Voce, PowerPoint presentations, Project Work, Internships, Survey. etc. Apart from these conventional methods, ICT based internal evaluation processes are carried out. Co-curricular Activities such as Exhibitions, Educational Games, and Competitions, Field visits, Study Tours, Guest Lectures, Industrial Visits, Induction program

and Prize Distribution Ceremony are also planned and mentioned in the calendar

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://sdpgcollegegzb.com/wp-content/uploads/2023/07/acadmic-2020-21_230404_205123.pdf

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	**B. Any 3 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

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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)	**No File Uploaded**

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)

00

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	**No File Uploaded**

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

00

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

1.3 - Curriculum Enrichment

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

In today's rapidly evolving world,institutions play a pivotal role in shaping responsible and well-rounded individuals who can navigate complex societal challenges. Institutionconduct interactive workshops that prompt students to explore complex ethical scenarios. Participants engage in role-playing exercises, case studies, and group discussions to unravel ethical challenges

within various professions. Expert speakers share insights and experiences, guiding students toward ethical decision-making and responsible behavior.Students are spearheading awareness campaigns and workshops that shed light on gender-related issues, dispelling myths and misconceptions. Through engaging presentations, interactive sessions, and discussions, students facilitate a deeper understanding of gender equality, challenging ingrained stereotypes and biases.

Environment and Sustainability-Environmental studies are an integral part of every undergraduate (UG) program, ensuring that all students gain a comprehensive understanding of environmental concerns. To further enhance awareness about sustainability and ecological issues, a diverse range of engaging activities are offered. These include informative seminars, interactive workshops, insightful guest lectures, insightful industry visits, hands-on tree planting initiatives, and enlightening field excursions. These initiatives collectively contribute to fostering a heightened sense of environmental consciousness among students across various academic disciplines

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.	No File Uploaded

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

6

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

167

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

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** | |

File Description	Documents
URL for stakeholder feedback report	Nil
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

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

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	**Nil**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

2447

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	<u>View File</u>

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

1469

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	<u>View File</u>

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 institute assessess the learning levels of the students after admission and orgnizes special programs for slow learners and advanced learners.The college teachers give special attention to the slow learners and they are asked to sit in the front row of

the class. The slow learners are given extra time to clarify their doubts in the department .TUtorials are arrenged for the slow learners as per their need.

Advanced learners are encouraged to go library ,search web links for further and deeper study in the subject.They are encouraged to go library,search web links for further and deeper study in the subject.They are encouraged to enroll in MOOC Courses-Swayam to additional learning and reference material.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	<u>View File</u>

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

Number of Students	Number of Teachers
2441	**43**

File Description	Documents
Any additional information	<u>View File</u>

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

Nil

File Description	Documents
Upload any additional information	<u>View File</u>
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

Nil

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

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

2.3.3.1 - Number of mentors

43

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

43

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

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

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

35

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

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 institution is steadfast in its commitment to making the IA system transparent, equal, and dependable. Transparency in the manner of assessment is ensured by effective communication with students well in advance about the assessment's structure, marking distribution system, platform, and general expectations of the findings.

(i) Internal Assessment Schedule: Students are informed well in advance of the proposed IA schedule, syllabus, and marking scheme. S.D PG College follows the CCSU Academic Calendar and plans its IA week in accordance with the University's overall requirements.

(ii) Attendance Benefits: These are awarded to students who participate in various competitions and events on behalf of the College.

(iii) Multi-Pronged Assessment Approach: According to the College,

academic disciplines with different learning outcomes do not lend themselves to the "one size fits all" evaluation methodology. As a result, the manner of evaluation varies depending on the subject.

(iv) Improvement exams and Assignments: Faculty members administer improvement exams to provide students with a reasonable opportunity to improve their grades.

(v) Grievance Resolution and Student Marks Vetting: It is assured that marks are vetted by each student prior to submission by the College to the University. Furthermore, students are given the option to address any IA concerns.

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

(i) Effective Communication and Documentation: To reduce complaints at the source, a high level of transparency is used. Internal assessment scores are documented on paper or electronically. These are communicated to their individual students by the relevant Faculty Members and are afterwards placed on the College's institutional website by the Computer Centre.

(ii) Communication Timeline: The communication time frame and procedure, if applicable, are also documented online. A student can use a two-tier grievance system:

1. Tier 1: After being reviewed in class, individual faculty members return answer sheets for internal written tests to students, and any objections they may have about the grades granted and the criteria used are swiftly addressed.

2. Tier 2: At the College level, there are Committees for the redressal of grievances linked to evaluation, namely the Internal Assessment Monitoring Committee and the Internal Assessment Moderation Committee, which review and handle grievances.

(iii) Feedback channels for Strategy Change: Departmental Meetings, IQAC, Staff Council, and formal and informal feedback channels guarantee that changes in the strategy and action plan

are adopted in a timely manner.

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.

Nil

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://sdpgcollegegzb.com/wp-content/uploads/2023/04/Program-Outcome-of-different-courses-as-follows.pdf
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 incessantly evaluates the attainment of the same in order to track outcomes and provide timely support as required.

Teaching Plans: At the outset, teaching plans as prepared by individual teachers are submitted to the Teacher-In-Charge of the respective Department for their feedback. The same are also reviewed by the IQAC.

Weekly tutorials: Tutorials provide an ideal forum for one-to-one interaction where the individual requirements of students are addressed in a close-knit student group.

Remedial Classes: The College is also pro-active in providing remedial classes to assist those students who require special attention.

University Examination: At the end of each semester, student performance is evaluated based on the University examination along with Internal Assessment (IA). These assessment figures are

tracked and deliberated by the institution in a calibrated manner.

Regular Feedback: Student Satisfaction Survey feedback is sought from students to gain insights into the teaching learning process and understand the performance of the institution and possible avenues for improvement.

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

584

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://sdpgcollegegzb.com/wp-content/uploads/2023/05/2020-21report.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

NIL

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

16

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

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

00

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	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.2 - Innovation Ecosystem

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

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

Shambhu Dayal College provides enriching ecosystem for inculcating research and innovative approach amongst the students and staff by taking several initiatives at management and college level through financial, technological and infrastructural support and at faculty level by providing platforms through events, programmes, seminars,workshops, skill based courses and research publications, for creation and transfer of knowledge..

The initiatives taken are as follows:

There is a research committee at college level for making policy related to research and innovation.

The central library provides facilities for creation of knowledge and research support through reference books, research journals, encyclopedia, reading room.

There are spacious laboratories, computers, internet and all other ICT facilities available for the departmentsfor creation and transfer of knowledge.

For developing Innovative approach and scientific temperament amongst studentsevents and programmes are conducted at departmental level under which subject oriented several competitions, quizzes, Poster presentation, exhibition andworkshops conducted.

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

00

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

3.3 - Research Publications and Awards

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

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

2.64

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)	View File
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

20

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

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

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

21

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

3.4 - Extension Activities

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

Through the NCC, NSS and Cultural Committee, students usually do social work for the community. A total of 294 students participated in 15 programmes through NCC, NSS and Cultural Committee. Activities like digital and hand-made poster making competitions, poem competition, competition on covid-19 , environment awareness, gender awareness etc., were held for and by these students.

Due to the Corona disaster, the volunteers of the NCC and National Service Scheme tried to make the general public aware through social media by making posters on measures to prevent this epidemic. This epidemic can be avoided by adopting yoga in life, the message of this was also given by the students. Volunteers also tried to awaken people to download many apps like Arogya etc. created by the government to prevent the Corona epidemic. From May 2020 onwards, continuous public awareness campaigns were conducted by the volunteers of the National Service Scheme throughout the year.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

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

NIL

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year (Data Template)	View File
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

09

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

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

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

288

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

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

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

00

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

00

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Higher education is the key to fulfill intensive and extensive knowledge requirements for research and development.Infrastructure plays a great role to achieve exellence in teaching and

research.In order to create and enhance the infrastructure that facilitates effective teaching and learning,the policy is framed according to the strength of students.With the increase in strength ,as per requirement, the institution uses various funds.At the institutional level,it is our constant endeavor to do as much as we can for the creation and enhancement of infrastructure that facilitatets effective teaching and learning. Apart from this ,facilities like wi-fi,internet,computer lab and an enriched library are available in the institution to encourage and assist students in learning.35 classrooms,3 staff room, 2 seminar halls,2 computer lab,1 girls common room,1 auditorium have been constructed by the college.

Seminar Hall- The college has two well equipped seminar hall. This hall is regularly used for conducting college,state and national level seminars.The studentsare regularly encouraged to achive involvement in paper-presentation,group-discussions,PPT presentation etc.

Laboratories-The department of Psychology and Geography have well equipped labs.

Library- Open access for PG students and research scholars is provided.A reading room with reference books, encyclopedia,journals and news papers is open for students and staff members.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://sdpgcollegegzb.com/amenities/

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

The institution has adequate facilities for cultural activities sports,games(indoor-outdoor).

The college has a big auditorium where cultural activities are conducted. It organizes various competitions under the banner of cultural-commettiees and NSS like debates,speech competitions,poetry recitation,essay competition etc.There are also a couple of indoor hall,where dance, theater activities mehendi and rangoli competitions are organised.Thus, despite

having limited physical infrastructure the college strives to make optimum utilization of these resources.Sports, cultural and academic activities are planned in such a manner as to put to optimum usage of the available playgrounds,halls etc.

The college has two units of NSS.Anumber of one days and seven days NSS camps are organised in the seminar hall and ground,From time to time the college stages plays and performances in the auditorium.

Sports is an integral part of any academic institution to ensure the proper physical development of students.Since the inception of college,students have participated in different types of games and have touched different levels of success as sportspersons.We have playground for outdoor games like vollyball, badminton, basketball,kabaddi and kho-kho.Facilities for indoor games like chess,carom and table-tennis etc.,are provided to student in the college campus only.

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

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

02

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sdpgcollegegzb.com/amenities/
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)

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

4.2 - Library as a Learning Resource

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

The library plays a central role in enhancing the quality of academic and research environment in educational institutions.Library is the place in the institutionwhere huge collection of academic books,journals ,magazines,research projects,rare books,other knowledgeable books and newspapers are kept.These books are made available to the students to increase thier knowledge and understanding on various subjects.The college library is an important hub of student life.There students can check out books,conduct their research ,find a quiet place to study,and may be even flip through magazines.The student can extend their search with use of lots of academic A class books and journals etc. made available in the library. The college library exhibits positive impact on the academic achievement of the student.Students can perform better during examination and placement as student are explored to the knowledge through various means.College library has a LMS software with partially automated.The year of automation is 2008.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	**Nil**

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**E. None 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)	**No File Uploaded**

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)

209602

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

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

542

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

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Institution frequently updates its IT facilities in order to facilitate the teaching learning process.The college has internet connectivity of band width 100 MBPS.The campus is Wi Fi enabled to promote digital flow.The computer configuration is updated frequently.Internet facility is provided in all the

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classrooms,laboratories and library through Wi Fi.Dedicated two
computer labs with 40-40 desktops are provided for computer
learning,browsing and accessing e-resources.Due to covid
-19,teachers held online
classes,seminars,conferences,workshops,meetings etc. were also
conducted in on-line mode.
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File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

100

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

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	**No File Uploaded**

4.4 - Maintenance of Campus Infrastructure

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

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

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

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.

Every year a Management Committee meeting is conducted to discuss the important matters for the development of the college. The college ensures regular maintenance and upkeep of all infrastructural facilities, The maintenance work is carried out by trained in-house experts as well as outsourced to appropriate outside agencies.Furniture and equipment are purchased on regular basis as per requirements. The cleanliness,hygiene,sanitation,water supply,electricity,security and stationary conditions are taken care of and updated to the head of the institution.The management has appointed trained technical staff of computer to provide regular support services relating to computer work.The decision with respect to the proposals for initiating new programmes in the college are taken in the staff meeting.The time table committee evaluates the possibilities of rational and optimal use of the available time and space.Rooms of different sizes are allotted in accordance with the strength of the classes.They make recommendations periodically about the utilization of the existing space. In addition to the above,suggestions are made for the most efficient use of the time frame,keeping in mind the need to balance academics,co-curricular and extra curricular activities.

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

429

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
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

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File Description	Documents
Upload any additional information	**No File Uploaded**
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	**C. 2 of the above**

File Description	Documents
Link to Institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	[View File](#)

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

00

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

00

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	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

00

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)	<u>View File</u>

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

00

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	<u>View File</u>

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

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

5.3 - Student Participation and Activities

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

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

10

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

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)

Our institution doesn't have an elected student council in place as per state government's policy. iBut still it is essential to ensure student representation on academic bodies and committees so

as to give a consensual democratic academic environment in the college We ascerained their representation on academic bodies/Committees through the following methods:

• Student Representatives Nomination: Our institution has establish a process for students to nominate themselves or others to represent their peers on academic bodies and committees. There is an open call for nominations, followed by an election or selection process to choose the representatives.

• Class Representatives: Designate class representatives from each academic program or year to serve as the voice of their fellow students. These representatives attend meetings and convey the concerns and suggestions of their classmates to the respective academic bodies.

• Student Advisory Panels: Our institution from time to time establishes student advisory panels for specific academic matters or departments. These panels meet regularly to discuss various academic issues, provide input, and collaborate with faculty and administrators.

Thus the institution constantly work upon fostering a culture of student engagement and involvement in academic decision-making.

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

3

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

5.4 - Alumni Engagement

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

The college has a strong alumni association .The Alumni is a strong support to the Institution. The Institution nurtures the alumni association to facilitate them to contribute significantly to the development of the Institution through various activites like admission , feedback regardig instuition. The alumni's of the college are placed in the different corporate sector, education, business, professional fields, media industry, political field, social work, academics and accessories. The association is engaged in different social activities. The Alumni Association organised many medical camps where free immuniy booster medicines and medical check up was provided to of the people different panchayats in collaboraton with GGF during covid 19. The members of Alumni Association also perform other extension activities and extends their helping hands in admission.

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

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Vision of the college :- An academic community dedicated to the
holistic education of future leaders who will demonstrate
innovation in their professional competencies , integration in
their personal lives and inclusion in their social contribution.


Key Factors :-


   1.  Innovation
   2.  Integration
   3.  Inclusion



The institution todays holds the torch of illuminating giving
shape to ideas and fustering innovation . Living up to the
promises of the founding fathers , we strive ti realize our vision
"to create a human universe that offrs inclusiveness, equity ,
fellowship , justice and peace one and all." We continue ti serve
the nation through quality teaching and research through the
production of competent , skilled and sensitive human resource
that would catalyze enrichment of physical and human environment.



Mission of the college :-

To become value oriented institution ti disseminate and advance
knowledge by providing instructional , research and extension
excellence while promoting philosophy of nationalism , pluralism
and use of education to serve the nation is facing new and
emerging challenges:-


Objective:-

1 To be a teaching and research intensive college driven by spirit
of innovation.


2.To encourage multidisciplinary learning and research in cutting
edge andn niche area


3. To provide access to education for empowering the
underprivileged and socially disadvantaged section of society .
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4. To impart quality education for human resource development and nation building.

5. Measures towards sustainable development of society and environmental case.

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.

The college promotes participate management.

Ideas pertaining to academic goals, organizational progression and better campus life are collected from all stakeholders to promote efficient functioning of the college. The staff and other stakeholders help in infusing a positive attitude that leads to increased efficiency, improved communication , heightened morale , motivation and job satisfaction.

Believing in decentralization , the management takes policy decision , finance, infrastructure etc , with the help of the members of the college development committee .C D S discusses matters related to teaching and administrative staff and decisions are taken of these levels are implemented e.g. The planning of national conference and its implementation.

Believing in democratic values , the institution has decentralized and participative management . The fraition of this was channelized in a multidisciplinary National conference .The conference has held on Dec 8 2022 . The Principal expressed his desire to organize such a conference since there was no such collaborative endeavor in the past.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Teaching and Learning: This year being COVID19 pandemic the teaching learning process needed to be condcuted online. The institute orgnised FDP/worshops for the teaching staff and students to get familired with the digital tools of teaching learning. Innovative Teaching methods were adopted in pandemic Lectures were recorded via youtube and google classroom.Live Sessions were also regularly conducted using the platform - google meet. The bandwidth was increased so as to enable smooth conectivity for online classes.

Library, ICT and Physical Infrastructure / Instrumentation:Every year, books and journals are added to the already well stocked library. CDs received along with the books received are also maintained. • Internet connection is available as also e-resources such as e-books, ejournals, etc. • The library has a reprographic facility. • Entire campus is now on CCTV for security purposes.

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 various committees and departments worked efficiently both independently and collaboratively with others with maximum liberty and an environment of freedom to try out new ideas and take initiatives according to the policy of the Institute . The librarystaff do their departmental duties with efficiency. Like-wise though each committee had their plan of work, they work with the collaboration of other faculty and students as well. The Institute strictly abides by the service rules as well.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	E. None of the above

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

6.3 - Faculty Empowerment Strategies

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

1. Employees Provident Fund :- as per pf rules keeping in view the future safety of employees The college contributes specific amount towards PF of an employee as per PF rules
2. Gratuity :- is applicable to every staff after five years of permanent service
3. Full paid maternity leave
4. Fee concession towards of economically weak staff
5. Salary timely credited to bank account of employees
6. Medical leave encashment
7. Teachers welfare fund for helping the needful members at that time of emergency
8. Cater of emotional needs etc
9. We have Clinic in our college for the first aid and different kind of illness.
10. MMG hospital is just in front of the college .Any staff is immediately admitted there if needed.

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

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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)	<u>View File</u>

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

00

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

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

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

10

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

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

The Teaching Faculty has to submit the Performance Based Appraisal Report along with all the necessary documents inthe monthof March to bescrutinized andevaluated by the IQAC. The Head clerk writes the appraisal for each of the Admin Staff inthe months of April -

May which has to be presented before the Principal for iher comments and review.

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

6.4 - Financial Management and Resource Mobilization

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

Internal Audit: Was not conducted 2. External Audit: Conducted by CA - Financial data for the entire financial year is audited. - Vouching of transactions with supporting documents is conducted. - Financial Statements including Balance sheet, Receipts & Payment A/c and Income & Expenditure A/c and their agreement with books of accounts is examined.

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)

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)	No File Uploaded

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

Financial Budgets are prepared at the beginning of the year taking inputs from Teaching and Administrative staff. The Budget is approved after consultation with the management. The suggestions given by the Chartered Accountant are complied. The Directorate of Higher Education conducts external audits .

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

Shambhu Dayal PG College (SDC) always aims to unwind all the hidden potential from individual with consistent focus on imparting quality education, with the help of creative, comprehensive and flexible education policy. It's Internal Quality Assurance Cell (IQAC) carries out activities all that encompass all aspects of the Institute's functioning.

Institute on regular basis takes care that there is always some kind of improvement in teaching and research. It always aims to prove with the best administration for efficient resource utilization and better services and staff.

Feedback is always appreciable and is taken on time and is given total importance to improve in more better ways.

The IQAC has immensely contributed in the implementation of quality assurance strategies and processes at all levels. The institute IQAC regularly meets very three months.

The institute IQAC prepares, evaluates, and recommends the following for approval by the relevant institute and government statutory authorities:

- **Annual quality assurance report**
- **Performance based appraisal system for career advancement scheme (CAS)**
- **Student's feedback**
- **Process performance**
- **Action taken Reports**
- **New Programmes as per government policies**

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

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

The IQAC continuously reviews and takes steps to improve the quality of the teaching learning process.

The college follows the academic calendar, released by the affiliating university.

IQAC proved development and application of quality benchmark/parameters for the various academic and administrative activities of the institution.

Each department prepares its own action plan in alignment with the university calendar.

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	D. Any 1 of the above

recognized by state, national or international agencies (ISO Certification, NBA)

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

Institution promotes gender equity and is sensitive towards the needs of the students as a co-education college . It has separate common room, washrooms for girls . Faculty members and senior students also oriented to take care of the needs of the first year students . online webinar was also organized to create awareness regarding the matter. " Samvaad" programme was also conducted to inspire women students in which dialogue were exchanged between students and eminent personalities (women) in the professional field . An oath taking programme was also organized in which students took oath for women security and dignity .A webinar was also organized to sensitize about gender inequality.

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

7.1.2 - The Institution has facilities for alternate sources of energy and energy	**D. Any 1 of the above**

conservation measures Solar energy Biogas plant Wheeling to the Grid   Sensor- based energy conservation Use of LED bulbs/ power efficient equipment

File Description	Documents
Geo tagged Photographs	**No File Uploaded**
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

As the Institution has only Arts and Commerce , so there are no bio- medical and hazardous chemical waste in the campus. For solid waste, the institution has inhouse arrangement to collect and dispose waste. The liquid waste generated by Toilets and washrooms are well connected to the civic drainage system and maintained time to time.

Dustbins were placed in the campus to promote cleanliness and students and staff members were made aware to keep the campus clean. Students performed a play to create awareness about cleanliness and enthusiastically .

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

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	**E. None of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
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** 5. **Landscaping**	**B. Any 3 of the above**

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	**E. None 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	**No File Uploaded**

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**C. Any 2 of the above**

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

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

College takes care of it's students and parent community without any biases. Once a student got admission he/she becomes a valuable part of Shambhu Dayal Pariwar. College is situated G.T. road and well connected with almost every type of means of transport which makes it a great choice for students coming from NCR region.

College has a number of students coming from Noida , Greater Noida and Delhi as well apart from Ghaziabad city and near by villages.

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

Sensitization of students and employees of the Institution to the constitutional obligations: Values, rights, duties and responsibilities of citizens.

Poster and slogan competition was organized on topics related to know better our state , heritage and our voting right.

An oath taking ceremony was also organized for Students and Faculty members to have faith in democracy.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	**Nil**
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	**D. Any 1 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

Institution celebrates/ Organizes national and international commemorative days , events and festivals

Women's day was celebrated . Guest lecture were organized and theme was the security of women.

An online poster competition on Atam nirbhar bhart avam Jai jawan jai Kisan were organized to celebrate Gandhi Jayanti and Shastri ji Jayanti .

On the occasion of International hand washing day an online essay competition was organized and Atal Week was celebrated by organizing Quiz, painting, poetry recitation and essay competition.

On Shri Ramaujan Jayanti a vichar goshthi was orgnized

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
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.

1.Health : Our Priority. Inpandemic, Members of the college staff, Faculty and students were oriented about how to maintain hygiene, proper way of hand washing , use of gloves and masks. At the same time efforts were made to make them aware about psychological impact it has on us, like creating anxiety and fear among us. Students were being trained in dealing with anxiety and phobia using psychological interventions so that they can become mental health warriors and help themselves and others in need.

2. Acknowledging and reinforcing talent. College is a place where talents of the talents got identified and encouraged to reach the hight through different activities .In our college relationship between teachers and students is very cordial yet firmed. Teachers have a natural tendency to relate with their students and identify their hidden talents. Teachers encourage them to participate in academic and extra curricular activities organized by the different committees in the college. Our cultural committee initiatedto make this a practice to give prizes to students who excel in academics or show their talent in extra curricular activities .Students from all the three faculties of Arts , commerce and education participated in different competitive activities.

File Description	Documents
Best practices in the Institutional website	Nil
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

Being the Pandemic year, the year 2020-2021 was one of its kind leaving the Institute with absolutely no clue about what was to be done to continue engaging teacher trainees in learning. However, the Faculty attended various workshops for updating their knowledge of using technology for teaching. Other faculty members who already knew how to use them also helped the students and other staff. This was a unique venture as they shared their expertise with their colleagues without reserve and encouraged them to use what they learnt to meet the needs of their students.

A workshop on Google Classroom and G-meet was conducted. The

faculty learnt how to construct their own virtual classrooms for the different courses they taught. They learnt how to post assignmentsand projects and other materials on their google classroom. They were also taught how to use the google drive to upload materials required by the students for learning. How to generate links for G meets was explained. How to construct a google form was explained and also how to generate certificates for the participants of webinars. The uses of online platforms such as Zoom and Webex were explained with supporting demonstrations, as a result of which many of the faculty members conducted lectures using them or participated in webinars by downloading the apps required.

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

Installation of internet Wi-Fi system and computer labs also planned for the welfare of the students .

It was also planned to provide guidance for NET exam and encourage students for doing internships, certificate courses . Set up for online teaching has to be promoted further for virtual classes and digital presence of the teachers. For all these preparations and academic excellence availability of reference books in library has to be ensured and use of digital library also encouraged.