



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution	ST. SOLDIER COLLEGE OF EDUCATION
Name of the head of the Institution	Dr. ALKA GUPTA
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	07009305809
Mobile no.	9876910446
Registered Email	ssced@rediffmail.com
Alternate Email	dralkagupta55@gmail.com
Address	BEHIND NIT, JALANDHAR-AMRITSAR BYEPASS, JALANDHAR
City/Town	JALANDHAR
State/UT	Punjab
Pincode	144011

2. Institutional Status																			
Affiliated / Constituent			Affiliated																
Type of Institution			Co-education																
Location			Rural																
Financial Status			Self financed																
Name of the IQAC co-ordinator/Director			MRS. RAMAN KUMARI																
Phone no/Alternate Phone no.			07009305809																
Mobile no.			9915962997																
Registered Email			ssced@rediffmail.com																
Alternate Email			dralkagupta55@gmail.com																
3. Website Address																			
Web-link of the AQAR: (Previous Academic Year)			https://www.ssced.in/aqar/2018-19/aqar-2018-19.pdf																
4. Whether Academic Calendar prepared during the year			Yes																
if yes,whether it is uploaded in the institutional website: Weblink :			https://www.ssced.in/academic_calendar/academic_calendar_2019-20.pdf																
5. Accrediation Details																			
<table border="1"> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> <tr> <td>1</td> <td>A</td> <td>3.11</td> <td>2010</td> <td>04-Sep-2010</td> <td>03-Sep-2015</td> </tr> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	A	3.11	2010	04-Sep-2010	03-Sep-2015
Cycle	Grade	CGPA	Year of Accrediation	Validity															
				Period From	Period To														
1	A	3.11	2010	04-Sep-2010	03-Sep-2015														
6. Date of Establishment of IQAC			15-Jul-2009																
7. Internal Quality Assurance System																			
<table border="1"> <tr> <th colspan="3">Quality initiatives by IQAC during the year for promoting quality culture</th> </tr> <tr> <th>Item /Title of the quality initiative by IQAC</th> <th>Date & Duration</th> <th>Number of participants/ beneficiaries</th> </tr> <tr> <td>TEACHERS DAY</td> <td>05-Sep-2019</td> <td>300</td> </tr> </table>						Quality initiatives by IQAC during the year for promoting quality culture			Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries	TEACHERS DAY	05-Sep-2019	300					
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Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries																	
TEACHERS DAY	05-Sep-2019	300																	

	1	
TALENT HUNT	11-Sep-2019 1	300
EXTENSION LECTURE ON HEALTHY HEART	15-Sep-2019 1	200
FINE ARTS COMPETITION	04-Oct-2019 1	300
MEHNDI COMPETITION	18-Oct-2019 1	45
GURU NANAK DEV BIRTHDAY CELEBRATION	08-Nov-2019 1	300
INTER-COLLEGE GEET/GAZAL AND FOLK SONG COMPETITION	23-Nov-2019 1	300
BLOOD DONATION CAMP	10-Dec-2019 1	35
ADULT LITERACY CAMP	11-Feb-2020 1	80
ANNUAL ATHLETIC MEET	12-Feb-2020 3	300

L::asset('/', 'public').'/public/index.php/admin/get_file?file_path='.encrypt('Postacc/Special_Status/'. \$instdata->upload_special_status))}

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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	2020 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View Link](#)

10. Number of IQAC meetings held during the year :

1

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View Uploaded File](#)

11. Whether IQAC received funding from any of

No

the funding agency to support its activities during the year?	
12. Significant contributions made by IQAC during the current year(maximum five bullets)	
1. CELEBRATION OF 550 BIRTHDAY CELEBRATION OF GURU NANAK DEV JI 2. ADULT LITERACY CAMP 3. INTERCOLLEGE GEET/ GAZAL AND FOLK SONG COMPETITION 4. ANNUAL ATHLETIC MEET 5. FINE ARTS COMPETITION AT COLLEGE LEVEL	
No Files Uploaded !!!	
13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year	
Plan of Action	Achivements/Outcomes
ACADEMIC CALENDAR OF THE YEAR UPLOADED	ACADEMIC CALENDAR IS FOLLOWED STRICTLY
No Files Uploaded !!!	
14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	12-Aug-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	Institution is having functional website where all the important information is being displayed. We have online admission system. Compilation of result is done by using ICT. Automated administrative office and Library.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The College strictly follows Guru Nanak Dev University to run the syllabi of curriculum and also the guidelines of UGC and NCTE for the effective functioning of institute. Principal of the institute distribute work load among faculty members. We use different techniques and tools to make teaching and learning more effective.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NIL	NIL	Nil	0	NIL	NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NIL	Nil
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	NA	Nil

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
NIL	Nil	0
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BEd	SCHOOL INTERNSHIP	129
BPed	SCHOOL INTERNSHIP	46
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

Feedback Obtained

The Institute has well planned mechanism to seek informal feedback from the Students, Alumni, Employers, Community, Academic peers and other stakeholders with reference to the curriculum. From the Students : A feedback proforma is given to the students after the completion of the course and they are asked to comment on the curricular aspects of the course. The old students are free to discuss about these changes with the Principal and teachers of the college or mail their suggestions. From the Alumni: An alumni association of the college has been formed and meetings are organized from time to time to get feedback from old students regarding the curriculum and the changes need to be brought about in the curriculum. From Teacher Educators: In addition to this, the faculty members of other colleges who are appointed as external examiners for the practical exams are also encouraged to give feedback regarding the course content and training. After getting the feedback from various sources, suitable action is taken to bring possible changes in the curriculum and its transaction. The College has constituted a committee comprising of senior faculty members of different subjects. The feedback obtained from different sources is properly documented and analyzed by the committee. The strengths and the weaknesses are properly recorded and on the basis of analysis, various improvements have been done.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BEd	EDUCATION	200	180	176
BPED	EDUCATION	50	25	24
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	339	0	35	0	35

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
35	34	18	1	1	11
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The Mentoring System was introduced to monitor student progression both in academics and help students deal with issues related to life on campus and also give guidance related to their personal issues. The institution tries to adopt every best policy to entertain the hopes and aspirations of all the students irrespective of caste, sex, religion and financial background. Many of our students are from rural areas and they lack proper academic background and financial backup. Mentoring of students thus, is an essential feature to render equitable service to all our students having varied background. The main objective of the mentoring system is to provide a better understanding of the individual students and bring out their highest potential. For mentoring the students, our institution conducts tutorial classes for solving the educational problems as well as for identifying the special needs and talents of the students. The maximum ratio of tutor and students during the tutorial classes is 1:25. During teaching practice, the subject teachers of the practicing schools also act as members for the teacher trainees. Even, the students with good teaching skills also act as mentors. The advanced learners are also encouraged to act as members for academically weak students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
339	35	1:10

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
35	35	0	0	2

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	NIL	Nill	NIL
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BEd	NIL	SEM I	29/01/2020	18/08/2020
BEd	NIL	SEM II	18/01/2020	18/07/2020
BEd	NIL	SEM III	19/12/2019	29/05/2020
BEd	NIL	SEM IV	05/10/2020	10/11/2020
BPed	NIL	SECOND YEAR	20/02/2020	13/08/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Internal assessment for eligibility to appear in the final examination is 40 percent marks. These marks are to be obtained in unit test and house examination for each subject and by assessing the quality of sessional work. Failing to attain this standard, a student teacher cannot become eligible and

take annual examination. Attendance in the unit test and house examinations and passing in each examination is compulsory. For assessing the internal assessment, classes are planned in the time-table during which concerned teacher in-charges guide the students to prepare quality sessional work and secure good internal marks. In the end of the session who fails to meet this condition, they are given an exceptional chance to fulfill the conditions. However, fulfilling the prior condition for appearing in the final examinations is mandatory. For internal evaluation in Skill in teaching, lessons are observed by the peers as well as by the supervisors. Simultaneously feedback is given to mastery over five core teaching skills through the cycle of micro teaching. Before actual writing of the composite lesson plan, training is given to formulate instructional objectives along with the feedback for improvement which help them to improve the quality of lesson plans. At least 75 percent observations are given at the end of the lesson plans in their notebooks. Observation of lessons during practice teaching is done by the supervising teachers, school subject teachers and peers and suggestions for further improvements are made. Observation of the lessons is given on the observation scale pasted in their notebooks. Further, internal assessment on the basis of the two discussion lessons, skill in teaching files and involvement in the conduct of different activities during practice teaching is being given.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Before the commencement of the academic year, the Institution prepares and publishes 'Academic calendar' containing the relevant information regarding commencement and completion of syllabus, the teaching learning schedule (working days), various events to be organized, holidays, dates of internal examination, semester examination etc. It is also published in the College's Annual information brochure which is provided to every teacher and student. The time tables are prepared and implemented accordingly. The teachers prepare teaching plans according to the academic calendar and guidelines of the University. The students' academic progress is monitored regularly by adopting the strategy of continuous internal evaluation, seminars, project work, unit tests and semester examinations. The review of internal assessment is taken by the Principal regularly. For the implementation of Internal Assessment Process, the Examination Incharge monitors overall internal assessment process. Internal practical examinations are held by the college and Externals are held under the scrutiny of the External Examiner appointed by the University. The schedule of external examinations is fixed by the University and the same is displayed on notice board for students. In case of any change in the University schedule, some changes are required to be made in internal evaluation as well. These changes are communicated to the students well in advance. However, all efforts are made by the college to adhere to the academic calendar for internal evaluation.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://www.ssced.in/plo/plo-1.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage

nil	BEd	EDUCATION	117	117	100
NIL	BPED	EDUCATION	19	19	100
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

https://www.ssced.in/ss-survey/student_satisfaction_survey-19-20.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Total	0	NIL	0	0
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
NIL	NIL	

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nil	NIL
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NIL	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	NIL	0	0
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
NIL	0
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	2019	0	0	0
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	2019	0	0	0
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	1	0	0
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
ADULT LITERACY	NSS	5	80
BLOOD DONATION	NSS AND NGO PAHAL	10	35
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Acknowledgement	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	0
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating	Name of the activity	Number of teachers participated in such	Number of students participated in such
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	agency		activities	activities
RALLY ON PROMOTION OF GIRL EDUCATION	NSS	BETI PADAQ	5	300
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
FACULTY EXCHANGE	TEACHER EDUCATORS OF PARADISE COLLEGE OF EDUCATION	ST. SOLDIER EDUCATIONAL SOCIETY	1
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
INTERNSHIP	SCHOOL INTERNSHIP	ST. SOLDIER DIVINE PUBLIC SCHOOLS	27/07/2019	30/11/2019	129
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nil	NIL	0
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
150000	125000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing

Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
No file uploaded.	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
e-granthalaya	Partially	3.0	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	8961	0	44	0	9005	0
Reference Books	25	0	0	0	25	0
Journals	10	0	0	0	10	0
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NA	NIL	NIL	Nil
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	20	1	20	1	1	4	2	23	0
Added	1	0	1	0	0	0	0	0	0
Total	21	1	21	1	1	4	2	23	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

23 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary

component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
10000	10000	150000	125000

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Procedures and policies for maintaining and utilizing physical, academic and support facilities :The college ensures optimal allocation and utilization of the available financial resources for maintenance and upkeep of different facilities by holding regular meetings of various committees constituted for this purpose. Laboratory- Record of maintenance account is maintained by lab technicians and supervised by subject faculties of the concerned departments. Other measures to maintain laboratories are as follows: The calibration, repairing and maintenance of sophisticated lab equipment are done by the technicians of related owner enterprises and record of maintenance is maintained by teachers and instructors and supervised by principal. Classrooms- College has sufficient classrooms according to requirements of classes. All the classrooms are well maintained and well ventilated. The college development fund is utilized for maintenance and minor repair of furniture and other electrical equipment. With the help of the two full time sweepers cleanliness of class rooms is maintained. They are well equipped with modern tools of cleaning such as mops, gloves and vacuum cleaner. Students as well as faculty can convey their problems which are resolved within a set time frame. Students are sensitized regarding cleanliness and motivated for energy conservation by careful use of electricity in classrooms. Library- The requirement and list of books is taken from the concerned departments and principal is involved in the process. The finalized list of required books is duly approved and signed by the Principal. Every year in the beginning of session, students are motivated to register themselves in library, library card is issued. To ensure return of books, 'no dues' from the library is mandatory for students before appearing in exam. The record of visitors and movement register on daily basis is maintained. Sports: Each academic year seeks fresh enrolment of students for indoor/outdoor tournaments. Practices for indoor/outdoor tournaments are held in the mornings/evenings respectively. Sports equipment purchase is done as per the requirements. All the details of the team's financial aspects are recorded. ICT-related services: For ICT maintenance technical personnel is appointed on campus and to manage ICT a system administrator is appointed by the society. A periodic check of all the devices and maintenance of software is carried out as and when the need arises. If the system requires any repairs, a maintenance slip is filled and given to the office. The technical personnel does the needful. Other facilities Periodical servicing of facilities like Water filters, A.C.s, Fire extinguishers, LCDs, etc. are done as per the academic calendar. All classrooms washroom upkeep is regularly carried out by special supporting staff, the supervision of which is done by the committee in charge. Regular building maintenance is carried out at periodic intervals

<https://www.ssced.in/infra.html>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support	RAJ KANWAR CHOPRA	25	250000

from institution	SCHOLARSHIP		
Financial Support from Other Sources			
a) National	POST MATRIC SCHOLARSHIP	4	60992
b) International	NIL	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
REMEDIAL TEACHING	13/11/2019	28	COLLEGE TEACHERS
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	BOOK BANK SCHEME	31	18	15	15
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
ST. SOLDIER EDUCATIONAL SOCIETY	125	20	GOVT, AIDED AND PRIVATE SCHOOLS	55	30
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	54	ST.	B.ED,	UNIVERSITY	MASTERS

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year
(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
ANNUAL SPORTS MEET	COLLEGE LEVEL	300
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	NIL	National	Nill	Nill	Nill	NIL
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

There are different committees organised on academic and administrative level in the institute. Meetings under each committees are held regularly. Different activities are organised under each committees. These activities enhance the different skills and confidence in each student.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

70

5.4.3 – Alumni contribution during the year (in Rupees) :

50000

5.4.4 – Meetings/activities organized by Alumni Association :

2 MEETINGS PER YEAR

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Institutional Vision and leadership: The vision and mission of the college are well-defined. And are in consonance with the objectives of higher education. The college functions through its general council and excellent committee which is constituted as per the statutes of the affiliating university i.e. Guru Nanak Dev university. Effective leadership is practiced through hierarchical decentralization.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	Curriculum planning and pedagogical measures are to be done in the beginning of the session and regular evaluation and revision is done from time to time.
Teaching and Learning	Institution has constituted various committees to look after all the activities related to teaching and learning
Examination and Evaluation	Formative and summative evaluation is done by the teachers through various tools and techniques. Moreover, midterm exams are conducted twice during the semester. Evaluation is being done and feedback is provided to students for their further improvement
Research and Development	Various committees/ research development cell have been constituted
Library, ICT and Physical Infrastructure / Instrumentation	Academic digital library, Wi-Fi access to all students and faculty, expansion in physical infrastructure to fulfil the requirements of new courses to be start by the college in coming years.
Human Resource Management	Strategies to recruit and retain faculty are in place, performance assessment mechanism is in place
Industry Interaction / Collaboration	Planning to have more collaborations with all the relevant social and industrial units of the society.
Admission of Students	Admission cell/committee is constituted and whole admission process is planned and supplemented as per the guidelines of GND U/DPI/Punjab Govt.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	Annual budget and other expenses are pre planned and implemented through

	recommendation of Principal and approval by St. Soldier Educational Society
Administration	Preparation of monthly salary statement for teaching and Non-teaching staff has been done digitally . • Helping the students to apply online for various scholarships under different welfare schemes. • Fees record of students, salary and increment records of faculty and nonteaching staff, maintenance of admission records in different teacher training programs are maintained digitally
Finance and Accounts	Day to day transactions, vouchers and bills are saved and compiled on eGovernance software. • The institution has been using competent software to maintain and manage the inflow and outflow of the finances
Student Admission and Support	During the admission time, complete details of student's i.e. personal data, qualification, fees deposit etc. are saved in the e governance software. • Proper support is provided to new applicants of various teachers training program related with admission and pedagogy selection
Examination	Internal assessment is based on performance of students in curricular and co-curricular aspects and there marks are saved on computerised system. • The institution has installed web cameras to monitor the conduct of examinations in all classrooms and video data has been saved on computer.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	MRS. RAJWINDER KAUR	WORKSHOP ON DEVELOPMENT OF MODULE FOR EFFECTIVE INTERNSHIP PROGRAMME IN TEACHER EDUCATION COURSE	DEPT. OF EDUCATION , G.N.D.U, AMRITSAR	1500
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2020	FACULTY DEVELOPMENT PROGRAMME	NIL	17/01/2020	17/01/2020	15	Nil
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
FACULTY DEVELOPMENT PROGRAMME	15	17/01/2020	17/01/2020	1
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
35	35	11	11

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
LEAVE FOR ATTENDING WORKSHOP	EPF, ESI	RAJ KANWAR CHOPRA SCHOLARSHIP

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The institution has online financial data system connected to our own management i.e. St. Soldier Educational Society, Jalandhar. Hence every income and expenditure has an internal check and internal audit. Then periodical internal auditors do internal audit verifying the related receipts, vouchers, ledger postings etc. and the external audit is also done by auditors by an authorized C.A.. The system of maintaining accounts except petty cash is done by bank transactions thus ensures internal check and balance of accounts.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	NIL
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6.4.3 – Total corpus fund generated

8400000

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	ST. SOLDIER EDUCATIONAL SOCIETY	Yes	ACADEMIC COMMITTEE
Administrative	Yes	ST. SOLDIER EDUCATIONAL SOCIETY	Yes	INTERNAL AUDITOR

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

NIL

6.5.3 – Development programmes for support staff (at least three)

1.Computer Training 2.Yoga training 3. Stress management

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. COLLEGE LIBRARY IS UPGRADED 2. BUILDING IS RENOVATED 3. COMMUNITY SERVICES HAVE BEEN INCREASED

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	INTER COLLEGE GEET/ GAZAL	20/11/2019	23/11/2019	23/11/2019	200
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**7.1 – Institutional Values and Social Responsibilities**

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
RALLY ON PROMOTION OF GIRL EDUCATION	11/01/2020	11/01/2020	211	89

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

The college, following the motto Reduce, Reuse and Recycle, did subsequent steps in the above mentioned context: • In addition to ban on using plastic bags in college premises under the "Waste Management Programme", college also made aware the students to reuse plastic grocery bags for other purposes like to plant seedlings, to store old clothes and books, to make doormats, etc. to cut down on litter. • Joining of 'carpool' by the staff members and students to save fuel and reduce its cost. • Use of own ceramic cups at workplace in order to avoid using disposable cups to maintain hygiene at workplace and reduce environmental waste. • Organisation of workshops by Arts Department on recycling of newspapers, and reusing of gift raps/ bags. • Encourage senior students not to throw away their notes and books at the end of the semester, rather donate in the college library or their juniors so as to avoid paper wastage and energy.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2020	Nil	Nil	Nil	Nil	NIL	NIL	Nil
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
STUDENT HANDBOOK (PROSPECTUS))	15/06/2019	Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Teacher's Day	05/09/2019	05/09/2019	300
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Practice of planting and giving out pots Saplings as souvenirs at various college events. • Provision of movies/short-films/documentaries/drives and moves on 'Environmental Consciousness and Sustainability'. • Code of conduct for all stakeholders to not to destroy the green belt of the college, students and faculty keep a bay from mobiles during college hours, maintain hygiene, etc. • Establishment of 'College Beautification Committee' including students, teachers and other employees to make eco- friendly campus. Maintaining nursery of ornamental fruits and flower plants. Placing display boards having instructions to how to keep the campus clean and more eco-friendly.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Title of Practice 1:- Innovative Pre-Practice Programme Context: A central aspect of the Teacher Education Programme is the School Internship. The college considers this as an opportunity for the prospective teachers to observe the experienced teacher educators to acquire the practical skills for the profession. As a mentor, Teacher Educators will come up not only as facilitators but also as role models for the execution of various innovative teaching strategies and techniques that pupil teachers can learn to execute during School Internship. Objectives: • To illustrate teaching skills required by pupil teachers for effective instructions. • To equip them with technology to apply for improving instructional practices. • To understand various approaches for planning different types of lesson plans. • To familiarize with the preparation and usage of teaching aids. • To acquire the ability to develop instructional support materials. Practice: For the preparation of Pupil teachers, we practice the Pre-practice teaching programme. This programme is conducted under the following stages: A. Demonstration Stage: In this, the Pedagogy Teacher educators demonstrate composite and micro skills to the pupil teachers. B. Pre-practice Stage: Lesson plans of each pedagogy subjects are prepared, discussed and improved for its effective execution. Students also prepare pre-practice file which includes composite lesson plans and micro lessons. They also learn to prepare supportive material for better execution of the lesson with different types of teaching aid. Obstacles: Every programme faces challenges for its successful accomplishment. In the college, the innovative pre-practice programme came up as a successful programme. School Internship is the time to apply the practical aspect of the teaching skills they acquire during pre-practice programme. Before the commencement of the internship, the prospective teachers are equipped with different innovative strategies and techniques during this pre practice programme. Impact: Prepractice Programme enhanced the competency of Pupil-teachers and equipped them for effective teaching practice. The outcome of the programme showed that the trainee-teachers get benefited greatly from it as they were able to build proper confidence and competence in lesson preparation and developed skills and attitudes of a teacher. Hence this proves to be one of the best professional practices for the Pupil-teachers.

Title of the Practice 2:Environmental Consciousness Content:- Environment Protection and its preservation is our moral responsibility. Being Teacher Education institution, it is very important to develop an positive attitude of prospective teachers to be aware about the conservation of environment .the college initiated this practice to make prospective teachers more conscious about the environmental degradation and their responsibility towards environment by organising various programs on respective issue. Objectives:- • To sensitise prospective teachers to acquire knowledge, skill, attitude about environmental protection • To make their surroundings clean and green • To bring consciousness in the community regarding environment conservation Practice:- There is a need to spread an environmental awareness in enormous in the context of emerging environmental problems in the present scenario. Marching ahead to achieve the above said objectives the college has marked massive involvement through various activities.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://www.ssced.in/agar/2019-20/best-practices-2019-20.pdf>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The college has achieved many milestones in academic, cultural, sports and professional activities. Management and Faculty provide tremendous emotional support to students. Since most of the students are females, Woman centered mentoring is in place for all students. At times of personal and family bereavement faculty visit homes and provide unstinted support. Faculty interacts with parents whenever required. Timely intervention is carried out when faculty feels students may be in danger or unstable in any way. Needy students, or those with unstable homes are provided hostel facility at reduced rates or even free. Days of National importance are celebrated with prayer, talks and student activities. Teachers follow trilingual mode of instruction for the benefit of students.

- The faculty practices diversity of instruction by using varied methods of teaching styles as required in different situations.
- The diversity of instruction is ensured through varied classroom techniques, use of electronic gadgets in classroom teaching, use of digital learning methods and materials, Online open source learning programmes, Micro learning modules, case studies and writings, discussion forums, quiz makers, peer reviewed assignments etc.
- Students are given instructions for practical and field work by optimum utilization of technologically well-equipped laboratories
- The students are encouraged to adopt these technologies in their practice teaching sessions, student seminars and presentations.
- The institution has introduced the concept of simulated learning / peer learning/ micro learning.
- In addition the staff also engages in E-Content development.
- Broadband with the unlimited internet connection
- Computerized library with e-resources
- College website with updates
- Language lab
- Develop power point presentations

Student grievances regarding evaluation and results are addressed promptly. The college conducts various activities to ensure student centric learning environment. Curriculum enrichment is ensured through outreach and extension programmes in which faculty and students participate. Field trips, inter-departmental activities and programs organised with collaborative support from organizations of national repute provide invaluable national and even international exposure to our rural students. At seminars, workshops and conferences, students are given key leadership roles. Sensitivity to the environment and eco consciousness is fostered on our campus in every activity that is pursued. Faculty and Management in the College believe that their true role is the transformation of raw human resource into professionally skilled and socially responsible teachers

Provide the weblink of the institution

https://www.ssc.ed.in/agar/2019-20/inst-distinctiveness_2019-20.pdf

8.Future Plans of Actions for Next Academic Year

Future Plans of Actions for Next Academic Year Plan of Action 2020-2021 To increase the academic excellence of the Institute To Provide online transaction of curriculum to facilitate online teaching-learn process in the times of COVID 19 To encourage and facilitate the students for self study offline and Online To encourage teachers to adopt multiple mode approach to learning for enhancement of students' learning Encourage students ICT in teaching learning situations