



YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

1.Name of the Institution

R.S.D. College, Ferozepur City

- Name of the Head of the institution

Dr. Daljit Singh

- Designation

Principal (incharge)

- Does the institution function from its own campus?

Yes

- Phone no./Alternate phone no.

01632502250

- Mobile no

7901809263

- Registered e-mail

rsdcollege@yahoo.com

- Alternate e-mail

rsdcollege1921@gmail.com

- Address

Outside Makhu Gate, Mallan Wala Road ,Ferozepur City

- City/Town

Ferozepur City

- State/UT

Punjab

- Pin Code

152002

2.Institutional status

- Affiliated /Constituent

Affiliated to Panjab University ,Chandigarh

- Type of Institution

Co-education

- Location

Urban

- Financial Status

Grants-in aid

- Name of the Affiliating University

Panjab University Chandigarh

- Name of the IQAC Coordinator

Dr. Kapil Dev

- Phone No.

9464309993

- Alternate phone No.

8427064993

- Mobile

9464309993

- IQAC e-mail address

rsdcollege@yahoo.com

- Alternate Email address

kapilgirdher19@gmail.com**3. Website address (Web link of the AQAR (Previous Academic Year))**<https://www.rsdcollege.com/downloads/calendar/2021-22.pdf>**4. Whether Academic Calendar prepared during the year?****Yes**

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

<https://www.rsdcollege.com/downloads/calendar/2021-22.pdf>**5. Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	B++	2.90	2023	02/11/2023	01/11/2028

6. Date of Establishment of IQAC**01/09/2012****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	0000	0

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? **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

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

- If yes, mention the amount

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

- Second cycle of accreditation was completed. The college was awarded B++ grade compared to B grade in the last cycle.

Various preparations for the implementation of NEP in accordance with guidelines of Panjab University were made.

Various Value-Added Courses conducted by Departments of Life Sciences and Commerce

- Helped in organising 46th Annual Athletic Meet on 02/03/2024

First Runner-up at Zonal Youth and Heritage Festival and an active participation in Inter-zonal Youth and Heritage Festival

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
Work related to NAAC	Second cycle of accreditation was completed. The college was awarded B++ grade compared to B grade in the last cycle.
Preparation for Implementation of NEP	Various preparations for the implementation of NEP in accordance with guidelines of Panjab University and local requirements of the college were made.
Value Added Courses	Various Value Added Courses conducted by Departments of Life Sciences and Commerce
Feedback collected from different stakeholders	Feedback collected and analyzed from parents, students, employers and alumni
Activities related to Indian Knowledge System	• Mehndi Competition was organized on 5-9-2023 by Women Cell and department of Political Science, Activity No. IQAC/23-24/15 • Celebration of Teachers' Day on 05/09/22 by different departments, Activity No. IQAC/23-24/14/15/16 • Celebration of Hindi Diwas by Dept. of Hindi on 14/09/23 Activity No. IQAC/23-24/19 (A) • An Excursion to Gurudwara Saragari Sahib by Dept. of History, Political Science and Public Administration on 12/04/2024 Activity No. IQAC/23-24/57
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To Motivate Teachers to attend Faculty Induction Programmes, Refresher Courses, Training Programmes, Workshops etc. for In-service training	14 teachers attended 20 such programmes

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Ram Sukh Das College Trust and Management Society	27/05/2024

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

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2023-24	08/01/2025				
15. Multidisciplinary / interdisciplinary					
Being affiliated to Panjab University, Chandigarh, the college cannot design a curriculum on its own as per the requirements of interdisciplinary approach. But it is a multidisciplinary institute and offers various programs and courses in the					

faculties of Sciences, Commerce, Humanities, Languages, Education, etc. The college also runs add-on courses like a certificate course in guidance and counseling, a diploma in guidance and counseling, course on environmental auditing. Students from all streams are eligible to get themselves enrolled in these courses. The aim of such courses is to promote interdisciplinary learning and add to the employability of the students. The college also realizes the importance of going beyond conventional discipline boundaries, hence it offers various value-added and enrichment courses to improve the soft skills and life skills of the students. These courses are open to students from all streams and help them get acquainted with multiple domains. The activities like group discussion, role play, seminars, guest lectures, and other such activities are part and parcel of the schedule of the college so that students from all streams acquire basic knowledge about various streams. Various preparations are being made to implement NEP from next session onwards.

16.Academic bank of credits (ABC):

Being an affiliated institute, the college is bound to follow the guidelines of Panjab University, Chandigarh in this regard. Whenever the university becomes a part of this scheme and amends rules in terms of course registration, admission, grades to be awarded, credits to be given, nature of the multidisciplinary courses, the governing body of the college will definitely implement the changes formally through the approval of the university.

17.Skill development:

The college is well aware of the importance of skill development to enable students to sustain themselves in a knowledge based economy. At the time of admission, faculty members help students identify their talents/tastes, and skills. They also endeavor to align the skills with the subjects chosen by the students. Through their constant interaction with students, the teachers also help students choose their careers as per their inherent abilities. Throughout the year, attempts are made by different departments and cells to inculcate the spirit of entrepreneurship, creativity, and innovation. The college also promotes industry linkages and exposure to academia through activities like workshops, seminars, visits, etc. The college also regularly organizes activities like group discussion, role play, debate, mock interviews, written tests, etc to nurture different skills among students. To stimulate the artistic

imagination of the students, activities like poster making and slogan writing are regularly organized. The college also runs various add-on courses, value-added courses, and enrichment courses to help students from all streams to acquire language skills, soft skills, and life skills so that they become employable. While implementing NEP, special care will be taken to adopt subjects that focus on Skill Development.

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

The college definitely realizes the wisdom and loftiness enshrined in the Indian knowledge system. Different departments and cells of the college celebrate different days and regularly organize activities so that students get acquainted with the local languages, literature, and art. Most of the faculty members impart their lectures in bilingual mode (English & Vernacular) in order to make learning accessible to students. Excursions and trips to historical places and cultural sites and museums are indispensable parts of the academic calendar. Such activities give first-hand information about our rich cultural heritage so that students come closer to their rich cultural heritage. The department of English has opted for the option of Indian Writings in English at the P.G. level in order to expose students to great Indian literary figures. All the festivals are celebrated in the college in accordance with the Indian tradition so that students can have an insight into India's rich culture. The Youth Welfare Department lays a special emphasis on items related to Indian arts and culture. It is because of the hard work and dedication of the teachers that our students always bring glory to the college in these items. Though the college tries to stimulate the Indian knowledge system, arts, and culture; its proper integration will be possible only by instruction from the affiliating body.

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

The college discourages the traditional approach to education whereby the focus is merely on imparting instructions. In this approach, the students become only exam oriented or score-driven. The college has designed the teaching-learning process in such a way that students not only accumulate credits but also acquire requisite skills related to the concerned domain. Students are imparted learning through experiential learning, participatory learning, and problem-solving methods so that they are able to do more challenging tasks other than to memorize or reproduce what was taught. In addition to the terminal exams conducted by the

university, the college undertakes continuous evaluation through written assignments, tests, ppts, oral presentations, etc. In addition to this, the college has set the program Outcome for UG and PG levels. (UG Level) 1). A comprehensive domain knowledge. 2). The ability to think critically and creatively. 3). Self awareness, personal development and communication skills. 4). The ability to adapt to various situations and leadership qualities. 5). Ethical and social understanding. 6). Digital competence. (PG Level) 1) An in-depth domain knowledge of and intellectual grooming in the concerned discipline. 2) Critical thinking and the ability to create, evaluate and recreate. 3) Effective communication skills and the ability to organize and lead. 4) Global outlook and ethical commitment. 5) Digital adeptness. 6) Emotional intelligence

20.Distance education/online education:

Being affiliated to Panjab University, the college cannot run independent online courses. However, it has been striving regularly to integrate online platforms of learning into mainstream learning. In testing times of Covid-19, colleges quickly adopted the digital and virtual methods of imparting knowledge. Faculty members were imparted training by the university as well as the college. Tools like Power Point Presentation, smart boards, Google classroom etc. have been adopted vigorously by the teachers. To strengthen online platforms, the college has been trying to develop Online teaching platforms and tools. Teachers from the faculty of Computer Science have developed the college's own OPAC (Online Public Access Catalogue) which facilitates easy access to the library catalog for students, staff, and the general public. The college has also been trying to strengthen digital infrastructure and digital repositories. Since, the college is affiliated with Panjab University, Chandigarh, it does not run any courses in the mode of distance education.

Extended Profile

1.Programme

1.1

15

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

File Description	Documents
Data Template	View File

2.Student

2.1 **1442**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 **517**

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 **396**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 **45**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 **64**

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1 **15**

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

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Number of students during the year

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Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2	64
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	42
Total number of Classrooms and Seminar halls	
4.2	41.1 Lac
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	106
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Ram Sukh Das College, affiliated with Panjab University, closely follows the university's academic calendar and curriculum. The college's Time Table Committee and Internal Quality Assurance Cell (IQAC) work together to ensure effective curriculum delivery and thorough documentation. While adhering to the university's schedule, the college customizes its own timetable with minor adjustments, incorporating recommendations from the IQAC for the current session. Each department keeps detailed records of faculty workloads, schedules, and course assignments, and instructors maintain personal diaries that outline their teaching plans and schedules. The Time Table Committee develops tailored timetables for both theoretical and practical classes in undergraduate and postgraduate programs. Faculty members keep attendance records and prepare comprehensive teaching plans, which include assessments, seminars, and assignments, using a blend of traditional and ICT-based methods. Extra support is provided to slow learners, and value-added courses enhance the

curriculum. At the end of each session, the college conducts a thorough analysis using feedback from stakeholders, which informs future improvements. This feedback-driven approach underscores the institution's commitment to continuous growth and academic excellence.

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

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

Ram Sukh Das College, affiliated with Panjab University, Chandigarh, follows the university's academic calendar while creating its own schedule for the current session, integrating college activities and ongoing internal evaluations as advised by the IQAC. Internal assessment procedures, including continuous evaluation, are designed in alignment with university guidelines. Mid-semester tests, managed by the examination board, are conducted and documented to track student progress. The college emphasizes various forms of continuous evaluation to promote student proficiency and enable timely remedial interventions. This approach helps students identify areas for improvement before final examinations, utilizing techniques such as written and oral tests, quizzes, and group discussions to strengthen key skills.

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

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

B. Any 3 of the above

programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

0

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

4

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

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

number of students during the year**211**

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

1.3 - Curriculum Enrichment

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

Ram Sukh Das College, a co-educational institution actively promotes these values by offering add on courses like Certificate Courses in Guidance and Counselling and a Diploma Course in Guidance and Counselling. These courses are duly approved by Panjab University, Chandigarh. In this session, college organized fourvalue added courses. The various departments of college, IQAC cell and college management committee, worked in unison for smooth conducting of these courses.

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

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year**7**

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

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

102

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students Teachers Employers Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://www.rsdcollege.com/downloads/documents/1.4.1.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.rsdcollege.com/downloads/documents/1.4.1.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

621

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

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

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

302

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

2.2 - Catering to Student Diversity

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

The faculty members assess the learning levels of the students at the time of the commencement of the session. Students are

assessed by two methods. The first method pertains to newly admitted students. They are identified as slow and advanced learners on the basis of their marks in the previous class. This helps to identify the slow learners and to chalk out future plans to overcome the gap between the slow learners and the advanced ones. The second method caters to the academic competence of already enrolled students. They are evaluated on the basis of their performance in unit tests, Mid Semester Tests and their involvement in various activities performed in the class. Following approaches are adopted for advanced learners: 1. Counselling by faculty members to appear for competitive examinations. 2. Involvement of students in innovation projects to enhance their learning. 3. Guest lectures by eminent speakers from industry and academia. Following approaches are adopted for slow learners: 1. Weak areas of the students are identified and conveyed to them. 2. To advance the level of learning of weak students, extra classes are scheduled. 3. Screening of the text based movies to stimulate their various senses in order to have a better understanding of the text.

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

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

Number of Students	Number of Teachers
1442	64

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

1. Experiential Learning: - The departments practise various activities to improve creativity and cognitive levels of the students. Extra laboratory sessions are conducted for students to help them go beyond the prescribed syllabus. Industrial visits are organised to enrich students with the first-hand

knowledge of the day to day working of the industry. 2.

Participatory Learning: - In this type of learning, students participate in various activities such as seminars, group discussions, debates, projects and skill based add- on courses. Teachers also adopt role play method to supplement their teaching. To stimulate the artistic imagination of the students, various artistic activities like poster making, slogan writing etc. are regularly organised by the college. 3. **Problem Solving Methods:** - The faculty members encourage students to acquire and develop problem solving skills. To develop such skills, case study method is adopted to make the students have logical thinking and practical knowledge to develop problem solving ability. The departments organise expert lectures on different topics and also motivate students to participate in various competitions and other fests.

File Description	Documents
Upload any additional information	View File
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

Today, it is essential for the students to learn and master the latest technologies in order to be corporate ready. As a consequence, teachers are combining technology with traditional mode of instruction to engage students in long term learning. College uses Information and Communication Technology (ICT) in education to support, enhance, and optimize the delivery of education. Use of ICT by Faculty: A. PowerPoint presentations- Faculties are encouraged to use power-point presentations in their teaching by using LCD's and projectors. They are also equipped by digital library, online search engines and websites to prepare effective presentations. B. Industry Connect- Seminar room is digitally equipped where guest lectures, expert talks and various competitions are regularly organized for students. C. Online quiz- Faculties prepare online quiz for students after the completion of each unit with the help of GOOGLE FORMS. D. Video Conferencing- Students are counseled with the help of Zoom / Google meet applications. E. Video lecture- Recording of video lectures is made available to students for long term learning and future referencing. F. Online competitions- Various technical events and management events such as Poster making,

Project presentations, Debates, paper presentations etc. are being organized.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

64

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

45

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

20

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

669

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

2.5 - Evaluation Process and Reforms

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

The college has adopted transparency in internal assessment as per the university guidelines. The following points explain the transparent mechanism of internal assessment followed by the college Academic Committee: Class Tests Class tests are taken by the subject teachers after the completion of their respective topics. The class tests include objective type questions/short notes related to the topic taught and sometimes it is taken in the form of class seminars. Internal Examination An Academic committee is constituted to coordinate the internal examination related activities and it communicates all the necessary information to the students, teachers and the administrative staff. After the examinations, the answer sheets are evaluated by the teachers and circulated to the students. Assignments &

Projects Questions based assignments related to specific subject topics are given to the students to assess their knowledge and understanding of the concerned subject. Practical Work & Presentations Along with the regular classroom learning, students are assigned with some practical work as well as presentations through PPT and paper presentations. Regularity in classes The students are also assessed on the basis of their regularity and behaviour in classes. Regular record of their attendance is maintained by their concerned teachers.

File Description	Documents
Any additional information	View File
Link for additional information	nil

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

The college has adopted an efficient mechanism to deal with examination related grievances which is transparent and; conduction and rectification of grievances is time bound. This mechanism works at two levels in the institution. At College Level: - The College adopts an open evaluation system where the students are shown their answer sheets in classrooms. Any student who is not satisfied with the award of marks or the assessment of papers, he or she may approach the concerned teacher. If there is any discrepancy like mistakes in marks allocation, total of marks etc., the concerned teacher resolves the discrepancy and the required corrections are made. If a student is not satisfied with the marks awarded, he or she may approach the concerned HOD who can intervene to make certain corrections. At University Level: - If students have grievances related to evaluation of university answer scripts, it is intimated to the subject handling faculty and Head of the Department, if necessary, for further action.

File Description	Documents
Any additional information	View File
Link for additional information	nil

2.6 - Student Performance and Learning Outcomes

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

The college follows the curriculum guidelines provided by the Panjab University Chandigarh for the evaluation of Programme Outcomes and Course Outcomes. After the evaluation of these, the Principal discusses Programme Outcomes with Examination Committee and Head of Departments. The Head of Departments ensure that teachers get this information in hard and soft forms and convey to the students through various platforms. Every year, the staff of the college visits the schools and surrounding villages for career counseling and encourages students of 12th class of different streams to register themselves in higher education and introduce them the Programme Outcomes and Course Outcomes of the programmes being offered by the college. The students are also informed about the availability of programme outcomes and course outcomes at the website off the college. When the students visit the college for admission, they are provided guidance for selection of course or subjects and their relevant programe outcomes are conveyed to them through prospectus.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	nil
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The institution ensures the attainment of POs and COs by adhering to the academic calendar of Panjab University, maintaining academic records of every year and reviewing the students' progression to higher studies and their placement. Considering the necessity of internal assessment for the fulfillment of the COs and POs, the college has created Academic Committee that supervises the effective implementation of the assessment and evaluation process as per the guidelines of the University regarding the attainment of Course Outcomes and Programme Outcomes. The institution also tries to achieve the Course Outcomes and Programme Outcomes by engaging the students in various activities like N.S.S. and N.C.C. activities, Panjab University Youth and Heritage Festival, Career Counseling, various intra/inter college level competitions, Health Awareness

Programs, poster making competition etc. The Formative and Summative approaches are followed for the assessment and evaluation of the Programme Outcomes and Course Outcomes. Formative Assessment is analysed on the basis of class tests, assignments and discussions, Mid Semester Tests, Presentations and Project works etc. Summative Assessment To ascertain the extent of accomplishment of the pre- determined POs and Cos, the university conducts terminal semester examinations as per the prescribed schedule with the help of the colleges.

File Description	Documents
Upload any additional information	View File
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

343

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

2.7 - Student Satisfaction Survey

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

<https://www.rsdcollege.com/downloads/documents/2.7.1.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

3.1.2.1 - Number of teachers recognized as research guides

0

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

0

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

R.S.D. College is actively involved in organising outreach activities such as seminars and workshops to develop an ecosystem for innovation and for creation and transfer of knowledge in students. The institution has created an environment of work where creative ideas flourish throughout the organisation at every possible level. Various departments are working for the same objective. The department of Music provides knowledge and much-needed exposure to the students such as participation in college programmes, youth festivals etc. Faculty of languages has organised creative writing competitions for students. The department of Economics and Computer Science conducted Quiz competitions to enhance students' knowledge about different subjects. Along with this, students are learning the art of still paintings, on the spot painting, poster making, and cartooning to polish their skills under the kind guidance of teachers. College has started value added courses for the students. Separate labs are set up for students in commerce, science, computer departments to make the students acquainted with the latest in their fields. Students of heritage team learnt a lot of creation such as ennu making, rassa making, crochet, embroidery, knitting, phulkari making, dasuti etc. Other initiatives for the creation and transfer of knowledge include inter/ intra college festivals, including competitions, educational field trips, training programmes, etc.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.rsdcollege.com/downloads/documents/3.2.1.pdf

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

5

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

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

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

0

File Description	Documents
URL to the research page on HEI website	nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	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

2

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

7

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

The NCC Cadets (Boys & Girls) participated in various training camps in session 2023-24. They also participated in Independence Day and Republic Day Parade with great zeal. The NCC Boys Cadets participated in Blood Donation camp with enthusiasm and they make efforts to educate people about the importance of Blood Donation and need for safe blood transmission. NSS unit organized various activities like Swachh Bharat mission and awareness Campaign against drugs. Their motive was to spread the awareness regarding information of cleanliness and also aware the community about the bad effects of drugs and health. Red ribbon club organized a guest lecture under the theme "Female Feticide" regarding spreading the awareness to save girl child. Red Ribbon club organized tree plantation to improve the environment, reduce the pollution and mitigate climate change. They also organized lecture on vote awareness to encourage the students to participate in democracy by enrolling themselves in the electoral rolls.

File Description	Documents
Paste link for additional information	https://www.rsdcollege.com/downloads/documents/3.4.3.1-2023-24.pdf
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

0

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

28

File Description	Documents
Reports of the event organized	View File
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

628

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

3.5 - Collaboration

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

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

2

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

9

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
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.

R.S.D. College, Ferozepur City, is spread over five acres of land in the main city. The college has a beautiful campus with imposing buildings and lush green lawns. The college has 41

class rooms (including smart class rooms) having proper seating arrangements. The College also has well-equipped laboratories like Physics, Chemistry, Botany, Zoology, a Biological museum, air-conditioned ICT- enabled computer labs, a language lab, a Server Room, an SST-Lab, etc. The college has a well-stocked library and a reading room where students develop their reading habits and get required books, newspapers, magazines, journals, etc. The air-conditioned seminar hall and a multipurpose hall are popular venues for many activities like seminars, extension lectures, workshops/ conferences, meetings, presentations, etc. An examination hall is also helpful for many activities; multi-functional auditorium and an open stage are also available on the campus. The college has a canteen that provides good quality food. The college has an ultra-modern girl's hostel where the basic facilities are available for the students, including well-furnished air conditioned rooms, washrooms, mess, a recreation room, guest room, etc. The college has beautiful staff room and college also provides residential quarters to the members of the supporting staff (if required).

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.rsdcollege.com/downloads/naac/college-infrastructure.pdf

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

R.S.D. College, Ferozepur City, provides suitable infrastructure for curricular and co-curricular activities. An auditorium and an open stage are available for conducting various activities. The college has necessary infrastructure and supporting facilities to encourage students to participate in curricular, co-curricular and sports activities for their holistic development. The department of Physical education, Department of music, Dean co-curricular activities etc. play their active roles to support and guide the students. There are many playgrounds on the college campus. The college has a well-maintained gymnasium for physical fitness. A yoga centre has also been established in the college for students to improve their physical, social and mental health. The college has NCC units for boys as well as for girls. The students are enrolled for B and C certificates. The college also has NSS unit.

Students get opportunities to participate in different social services like blood donation, tree plantation, pulse polio drive, adult education, etc through these units. The college has a Women cell to create awareness concerning various issues like sexual harassment, ragging etc. The Women cell helps/guides the women to tackle their problems. The college also has a Legal aid cell that provides free services/advices to the needy students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.rsdcollege.com/downloads/naac/college-infrastructure.pdf

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

03

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.rsdcollege.com/downloads/documents/seminar-hall-and-smart-class.pdf
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)

1.56

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)	View File

4.2 - Library as a Learning Resource

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

The R.S.D. College Library is serving with the sole aim of providing the necessary information and making it available to all its users at the earliest. The present beautiful building of the library is located on the first floor near the main entrance of the college and is equipped with all the facilities required for both students and staff. At present, the library has a rich collection of more than 59,000 volumes including different disciplines, reference books, and competitive exam books, etc. There is also a majestic reading hall, with a capacity of 100 readers to sit and consult reference books and other relevant literature. Moreover, a special arrangement for these facilities is also made in the Multi-purpose hall for the physically challenged students. The college library is fully automated with E-Granthalaya Library Management Software, developed by the NIC, Government of India. The Online Public Access Catalogue of the library can be browsed through the internet. Five terminals have been installed for this purpose. The institution has also subscribed N-LIST database through which authorized users can get access to more than 1, 65,000 e-books and 6150 e- journals.

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

A. Any 4 or more of the above

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

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

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

1.07

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

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

4.2.4.1 - Number of teachers and students using library per day over last one year

59

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

4.3 - IT Infrastructure

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

In the rapidly changing environment, IT has become a necessary ingredient for an institution to succeed in today's dynamic global environment. The plans for IT infrastructural development are given top priority. The institution has adequate IT infrastructure that is fully utilised for the overall

development of the students and has been upgraded regularly. The college has five ITC-enabled computer labs, a language lab, one ITC-enabled seminar hall, one server room, etc. The IT facilities include Computers, Laptops, Projectors, Bar Code Scanners, Printers, Photostat Machines, Fax Machines, Mobile Jammers, Speakers, Handy Cameras, Cameras, Bio-Metric Machines, LED Screens, and Smart Boards etc. The college regularly improves the IT infrastructure according to the rising requirements of the institution this and Rs 161449 has been spent for this purpose. At present, the college has eight internet connections, each having a speed of 100 MBPS. The college has 125 computers. As the IT infrastructure is very important for the teaching learning process and for the performance of the various activities, hence these IT facilities are made available for library, laboratories, girls' hostel, Principal and administrative office etc. The college is under the surveillance of 32 cameras, installed in the different areas of the college.

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

4.3.2 - Number of Computers

125

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)

20.37

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)	View File

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

R.S.D. College, Ferozepur City, is spread over five acres of land, has a beautiful campus with imposing building and lush green lawns. The colleges have 46 class rooms, well-equipped laboratories like Physics, Chemistry, Botany, Zoology etc, a Biological museum, and airconditioned ICT- enabled computer labs, a big play ground, Gymnasium, Yoga Centre, various sports facilities for indoor and outdoor games. The college also has a well-stocked library, students and faculty members may utilize the facilities as per the library rules. The airconditioned seminar hall, multi-purpose hall, a multi-functional auditorium and an open stage are also available in the campus. The College has a canteen that provides good quality of eatables. The college has ultra modern girls hostel having all the required facilities. The College has a support system including, The Women cell, Legal Aid Cell, N.C.C. N.S.S to aware and motivate the students to engage in various social services. All these facilities may be utilized by the students anytime as per their requirements. Moreover, these facilities are improved from time to time as per the requirements of the college. Every year the budget is allocated for the development and maintenance of all these facilities. Adequate staff is also available to maintain these facilities.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.rsdcollege.com/downloads/naac/procedure-policy-2020.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

53

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

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

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

456

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

17

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

17

File Description	Documents
Any additional information	View File
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

B. Any 3 of the above

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

01

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

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

5.2.2.1 - Number of outgoing student progression to higher education

46

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

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

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

17

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

5.3 - Student Participation and Activities

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

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

31

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

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

The Students Council of any college is selected to shape all decision in the field of education in democratic way. The selection of students' representatives for Student Council of our college is completely an act of an utmost importance as it paves the way of all other activities that we plan for every academic session. The selection is done on the basis of their academic performance, their active participation in extracurricular activities and as per the recommendations of heads of their departments. The students selected actively participate in various activities of different academic and administrative bodies of our institution like IQAC, Red Ribbon Cell, etc. They work as a medium between faculty and students by maintaining: 1. Coordination in day to day academic activities at their level. 2. Coordination in communicating the information between students and Teaching faculty. 3. Co-ordination in organizing cultural events, organizing Sports/ Games and arranging Tours and Visits for the students. Our educational institution encourages the students to develop their leadership skills through these activities. Meaningful Student Involvement should not merely be an exercise, but must be a reality that engages, challenges, and expands students' understanding of democracy in their education and throughout their lives.

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

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

63

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

5.4 - Alumni Engagement

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

The college is having "Alumni Association of RSD College" under the Societies' Registration Act (XXI of 1860) and as amended by Punjab Amendment Act, 1957. Alumni Association was registered on 16, September, 2013 with registration number 4628. Students, who passed out of the college, are eligible for Alumni status. The mission of Alumni Association is to inform, engage and inspire Alumni to stay connected to their alma-mates to support college to achieve its vision and contribute to its success. As per the bye-laws of Alumni Association, the President of the College Managing Committee will be Chief Patron of the Alumni Association and Secretary of the College Managing Committee will be the President of the Alumni Association. So the executive committee is working under the president of Alumni Association Shri S.P. Anand. The College also relies on Alumni to provide mentoring, internships and career opportunities to students. To achieve its mission, Alumni conduct Alumni Meets, and Extension Lectures on different topics for the students.

File Description	Documents
Paste link for additional information	https://www.rsdcollege.com/?cat=alumni-association
Upload any additional information	View File

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision Statement

To impart meaningful education so as to produce socially responsible, ethically committed, and globally competent individuals who can make this world a better place to live in.

Mission Statement

To impart comprehensive education aiming to develop different faculties of the personality of students of this border area. The inculcation of scientific temper, humane temperament, and development of sensitive outlook towards relevant social issues is a cherished dream of the college. The college also aims to help students acquire skills to successfully face the challenges and complexities of contemporary life.

The RSD College is governed by RSD College Trust Management Society. The institution is 100 years old and a reputed institution in Punjab. It was established in 1921 with Panjab University, Lahore. Presently, The College is affiliated with Panjab University, Chandigarh. The organizational structure exhibits excellent decentralization and participative management through the principal, vice-Principal, Head of Departments, Office incharge, Accountant, laboratory assistants, sports

Committee, in-charges, NCC Division, NCC Wing & NSS, etc. Teachers have representatives in the College's Governing Body, which is its highest decision-making body. Teachers of the colleges are members and conveners of the various committees that are constituted by the Principal for the day-to-day functioning of the college.

File Description	Documents
Paste link for additional information	https://www.rsdcollege.com/?cat=mission
Upload any additional information	View File

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

The RSD College Management and Trust have adopted decentralization and participative functioning for the growth and development of the College. The whole work is done through various committees of the college. Decentralization and participative functioning reflect in the following.

1) At the start of every session Admission committees are formed in order to smoothly conduct the admission procedure for different courses and classes of different faculties. Senior faculty members along with office administrative staff members are included in the committee. Committee members go through the rules of admissions and instructions given by Panjab University, Chandigarh, and help students to select the proper subjects and courses. They give the information to the students about career options and conduct counseling sessions if required. They verify the admission form and provide guidance to the students. Then with the permission of the principal student gets admission to the course. In case students want to change their stream university rules are followed.

2) All the Heads of different departments of the college prepare prospective workload for every academic year on the basis of the strength of students of the previous year. The recruitment procedure for additional staff is planned accordingly with the approval of Management. The Management, Principal, Head of the department, and subject expert are involved in the selection of the additional staff.

File Description	Documents
Paste link for additional information	https://www.rsdcollege.com/?cat=faculty
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The curriculum is developed by Panjab University, Chandigarh. The college prepares its academic calendar in the tune of the university academic calendar. Various faculty members of the college are the members of Board of Studies of Panjab University. These members regularly attend the meetings of the Board of Studies and they give their suggestions for curriculum development. The Board of Studies Changes and modifies the curriculum accordingly.

Teaching and Learning Strategy Every year teaching strategies are reviewed after the analysis of academic results and the mutual discussion of the faculty enables the teachers to update their teaching methods to make learning interesting and stimulating. Regular meetings of staff with the principal and managing Committee are conducted for student-centric teaching by involving them in projects, seminars, debates, writing completion, Educational tours, Participation in Youth Festivals, presentations, etc.

Research and Development:

The faculty members are motivated to apply for financial aid available in this regard from UGC, CSIR, and other bodies to promote the research activity. Teachers are motivated to attend seminars/conferences/workshops/ Faculty Development programs. Library, ICT, and Physical Infrastructure / Instrumentation The college have a rich Library. Being a 100-year-old college a large number of valuable books are present in the college library. More than 115 computers are available in the college for students and staff. Well-furnished computer labs, Science labs, sports ground, Gym, and Canteen facility is available in the college for students.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.rsdcollege.com/?cat=aboutus
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 college is governed by RSD College Trust and Management Society. The college was established with the vision of creating human capital that is socially committed, globally competent, and exhibits scientific temperament. There are proper channels for communication between the management and different stakeholders. Feedback received from faculty, students, alumni, and other stakeholders are considered for continuous review and revision for the smooth functioning of the college. The Principal, Different Committees, HODs, Bursar, and office superintendent give their feedback to the management in the periodic meetings and the necessary action is taken as per the need of the specific case. The College has formed various policies related to Green Campus, Energy Conservation, IQAC Policy, Waste Management Policy, Policy for Visually Impaired Students, Policy for Merit Holder and Need Students, Policy for Disabled Students. Policies and services rules related to aspects such as leave, recruitment, admission, and reservation are as per the provision laid down by PU, Chandigarh/Punjab Govt., as the case may be. The Principal of the College plays a vital role in the functioning of the college. Notifications regarding any important information are regularly shared through different channels. The IQAC of the college is proactive and conducts meetings regularly for ensuring quality in academics, extra-curricular and administrative activities. The meetings also lead to better coordination among different committees and departments. Most of the activities are prepared through joint efforts of IQAC and the concerned department.

File Description	Documents
Paste link for additional information	https://www.rsdcollege.com/?cat=management
Link to Organogram of the institution webpage	https://www.rsdcollege.com/downloads/naac/organogram.pdf
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Teaching Staff

1) EPF / CPF Facilities

2) GISLIS

3) Medical/Maternity Leaves

4) Accommodation for the head of the institution

5) Leave Encashment

6) Gratuity

7) Career Advancement Scheme

8) Accommodation is provided to female staff in College's Girls' Hostel if they demand

The college has opted for various welfare measures for teaching and Non-Teaching staff mentioned as follow; Non-Teaching Staff

1) EPF / CPF Facilities

2) GISLIS

3) Medical/Maternity Leaves

4) Accommodation for a few of the Adhoc employees

5) Leave Encashment

File Description	Documents
Paste link for additional information	https://www.rsdcollege.com/?cat=faculty
Upload any additional information	View File

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

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

0

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

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

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

nil

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)	No File Uploaded

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

19

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
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

Teaching and Non-teaching staff plays an important role to attain and sustain the quality parameters for the development of the college. The College has well defined and structured performance appraisal system for Teaching and Non-Teaching staff. At the end of every year performance of employees is assessed. For teachers, Performance Based Appraisal is based on self-review. The principal of the college assesses this appraisal and reports to higher authorities as per the rules of Punjab Govt., Panjab University, and UGC. And higher authorities further take decision for annual increments and Next scale of the teachers as per the rules of Punjab Govt., Panjab University, and UGC. In case of Non-Teaching staff same mechanism is opted

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

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

1. The Internal Audit 2. The External Audit.

Internal Audit

Internal audit is done perpetually. The internal audit committee consists of bursar, Office Superintendent and the internal auditor. The internal audit is done by the Chartered Accountant. The audited report by the Internal CA is placed before the Management in the meeting of the R.S.D Trust & Management Society for whetting and rectification, if any. The qualified remarks given by the auditor are taken into consideration in the forth coming years.

External Audit

At the same time the institution is in an aided college of the Government of Punjab is audited through DPI (Colleges). The DPI (Colleges) deutes its audit team every year to conduct the audit of the grants-in aid received. There is a 2 tier system

adopted by the Govt. of Punjab. In the first tier the pre audit is done when the claims are sent and the post audit is done after receiving the grant. If any objection is made by the audit team then the same is complied in totality before the next claims are submitted.

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

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

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

0

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

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

The Institution attempts to garner funds from appropriate agencies in order to augment its capacity building and expansion exercises targeted at both faculty as well as student enrichment. The following academic activities were conducted with support from various bodies. Grant in Aid (Few staff members are covered under 95% and Few staff members are covered under 75% Grant in Aid Scheme) from state Government Fees from students for regular and add-on courses Rent from Canteen Contractor Rent from Bank Fees from Vocational courses

Utilization of Resources The financial resources of the college are managed in a very effective and foolproof manner. All financial transactions are carried out with prior and proper permission of the Principal of the College, who is guided by the

Governing Body of the College. There is fully computerized accounts department in the college. Double entry system is followed to maintain the accounts of the college. The College has a Purchase Committee, Library and various associated bodies which help in the preparation, division and allocation and the utilization of funds. Physical and academic facilities are augmented for students. Library and Sports services are strengthened. Laboratories and IT infrastructure is dynamically enhanced.

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

6.5 - Internal Quality Assurance System

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

Internal Quality Assurance Cell of the college contributes significantly in institutionalizing the quality assurance strategies and processes through set practices. There are regular meetings of the cell in which a comprehensive review of the strategies and processes undertaken in the previous/ongoing semester is made. The academic calendar for each session as per the guidance of the university and the requirements of the college is presented and sanctioned in these meetings. To cater to the fast changing world, recommendation regarding introduction of new courses and review of the recently introduced courses is undertaken in these meetings. The cell also acknowledges that in the contemporary scenario, collaborative quality initiatives are must to serve the primary need of education. For this, the college has signed 6 Memorandum of Understanding (MOUs) with various institutions during 2021-22. On the whole, the cell strives to institutionalize various methodologies, strategies and structures that will help the college in evaluating its different activities constantly. The cell also encourages different departments to conduct training and internship for students in order to expose them to real-life learning. The cell also realizes that it is imperative for any educational institute to develop its human resources. To achieve this aim, the teachers are encouraged to attend Faculty Development Programs and Refresher Courses for their personal development as well as Career Advancement Scheme (CAS).

File Description	Documents
Paste link for additional information	https://www.rsdcollege.com/?cat=iqac
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 cell has ensured that various proformas related to feedback from different stakeholders are collected and analysed by various departments and cells. There is special emphasis on collecting and analyzing Students' Satisfaction Survey (SSS) as per the prescribed performa of NAAC. The action taken report in case of feedback collected from different stakeholders is presented in periodic meetings of IQAC. The cell has institutionalized a continuous evaluation of teaching learning process through practices

<https://www.rsdcollege.com/downloads/doclike> maintenance of teacher diary, regular preparation of lesson plans, class tests and MSTs. Internal Quality Assurance Cell of the college also realizes that to keep the faculty and students in touch with the latest developments in field of research and academics, seminars, workshops, field visits, visits by personalities from industry and corporate sector must be an integral part of the college calendar. Different departments and cells of the college are encouraged by the cell to organize such events regularly. To add to the human capital of the college, the cell also encourages the teachers to pursue research in terms of doctorate and in the form of undertaking various projects. As a result, the college can boast of around 20 Ph.D. holder teachers.

File Description	Documents
Paste link for additional information	https://www.rsdcollege.com/downloads/documents/sss-2023-24.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for

B. Any 3 of the above

improvements Collaborative quality initiatives with other institution(s)
Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	https://www.rsdcollege.com/?cat=iqac-ar
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The college believes in simultaneous development of all the genders which is of utmost importance for the overall development of the institute as well as the society. The college very well realizes that an incessant focus on promoting the cause of education among girls of this border and rural belt is must in realizing the dream of society based on equity and equality. To realize this dream, Staff members' sincere attempts have been bearing fruit as the college has had a considerable strength of girl students in the recent years in spite of there being two women colleges in the same town. The institution has a 'Women Cell' to prevent sexual harassment and to promote general well-being of girl students, teachers of the college. Any psychological issues of the students are solved by counselor. The college campus is fully covered with CCTV cameras to ensure the safety of students. Security guards have been stationed at the main gate. The college provides hostel facility to girl students. There is a separate common room for girl students. To encourage girl students to excel in the field of academics, free books are provided to them every year. Gender sensitization activities organized by various departments. The college

also conducts gender audit every year.

File Description	Documents
Annual gender sensitization action plan	https://www.rsdcollege.com/downloads/documents/7.1.1-activity.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.rsdcollege.com/downloads/documents/7.1.1-2023-24.pdf

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Solid Waste Management: 1. College generally has green waste in college campus which is thrown in separate pits and used for natural manure. 2. Coloured dustbins are placed at different places to segregate the solid waste as bio-degradable and nonbiodegradable. 3. Everyone is dissuaded from using plastic bags. 4. Wearing of Masks & gloves are compulsory for sweepers to dispose of waste.

Biomedical Waste Management: 1. Biomedical waste is collected by Amritsar Envirocare System (P) Ltd time to time. 2. Autoclaves are used for sterilization process before disposing off microbial waste. 3. Needle Cutter being used to dispose of used needles. 4. There are different types of dustbins for disposal of Biomedical Waste as per their color coding- Red, Yellow and Green Dustbins. **Liquid Waste Management** 1. RO reject and

condensate from AC's is used for watering plants and mopping. 2. Waste water while drinking is carried to nearby lawns through pipes. 3. The Hazardous liquid from chemistry labs is made chemical free by Effluent Treatment Plant (ETP) and then it is drained. E-Waste Management 1. The College sells E-Waste to authorized 'Cosmos Recycling Agency' which visits the campus time to time to collect Ewaste.

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

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

C. Any 2 of the above

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

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following

1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

B. Any 3 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

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

A. Any 4 or all 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	View File
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).

The institution has always been committed for providing an inclusive environment to the students and staff. The institution consistently strives to create an inclusive environment that promotes tolerance and harmony across cultural, regional, linguistic, communal, socioeconomic, and other diversities. Staff and Students of all religions and castes are treated equally in the institute. Expert Lectures on tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic, etc., are organized regularly. The newly enrolled students are welcomed through a day of cultural events. Festivals of all religions and castes are enthusiastically celebrated in the organization. Equal treatment is given to staff and students of all religions and castes. Regular expert lectures are conducted to foster awareness about cultural, regional, and social harmony. NSS and NCC instill values of community service. Departments offer courses in languages like English, Hindi, and Punjabi emphasizing linguistic diversity. Scholarship, Fee Concession & Students' Aid Fund Committee also provides financial aid to students. The college conducts gender sensitization classes for its students in order to help them understand gender diversity and plurality.

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

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

Our institution focuses on students' internalization of social values, ethics and civil responsibilities. The college endeavored to offer several opportunities for the students to formulate and ratify codes and mores of refined conduct and citizenship. Our college, with a view to involve young people in building societal resilience, adopted recovery measure by providing counseling sessions to the student community. Human rights cannot be enjoyed without a safe, clean and healthy environment. Various activities related to environment like Tree Plantation, Field Trip to Herbarium, Swachh Bharat Mission and Reuse of Plastic Waste are conducted in college. Sustainable environmental governance cannot exist without the establishment of and respect for human rights. To give awareness about the fundamental duties mentioned in our constitution and to protect and improve the natural environment, our college organized Various programmes and activities like Lectures on Voter Awareness and Female Foeticide, Awareness campaign against Drugs and visit to blind home.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.rsdcollege.com/downloads/documents/7.1.9.pdf
Any other relevant information	nil

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

B. Any 3 of the above

**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**

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	View File
Any other relevant information	No File Uploaded

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

Ram Sukh Das College celebrates National and International days, and festivals every year with full zeal, fondness, and enthusiasm.

The Institution has celebrated/organized numerous national and international days, events and festivals during 2023-2024 as given below:

National Festival: Hindi Diwas.

National Days: Teachers Day, Independence Day, Republic Day.

International Day: World Mental Health Day.

Events: Athletic Meet, Blood Donation, PPT on Chemical in Universe.

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

7.2 - Best Practices

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

BEST PRACTICE-1 1. Title Promoting Girls' Education 2. Objectives (i) To help girl students achieve their career goals. 3. The Context Ram Sukh Das College has been founded and developed with a distinct aim of serving the youth of this and outlying areas. 4. The Practice Ram Sukh Das College aims to impart education aiming to develop different faculties of personality of students of this border and rural area. 5. Evidence of Success During 2023-24), many girl students got scholarships. 6. Problems Encountered and Resources Required Sometimes needy girl students show hesitation to claim scholarships. **BEST PRACTICE-2** 1. Title Infusion of Skills and Progression to Higher Education 2. Objectives (i) To produce professionally competent and skilled workforce. 3. The Context The college was established with the vision of creating human capital that is socially committed, globally competent and exhibits scientific temperament. 4. The Practice Our college organizes seminars/interaction sessions by industry experts with students on career choices. 5. Evidence of Success Some of the students have started their own business; while some others have got placed in reputed companies. 6. Problems Encountered and Resources Required There are inadequate job opportunities for students in the border belt.

File Description	Documents
Best practices in the Institutional website	https://www.rsdcollege.com/downloads/documents/best-practices-2023-24.pdf
Any other relevant information	nil

7.3 - Institutional Distinctiveness

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

The core distinctiveness of R.S.D. College has been its ability to adapt to different changes in order to continue to serve as a catalyst of change for this border belt. The college has been striving for automation of different modules in the working of the general office since 2013 under the leadership of Shri Sukhdev Singh, Assistant Professor, Department of Computer Science and Applications. Since 2017, the thrust has been to involve other stake holders like students and office staff. Thus, Shri Sukhdev Singh along with 3 students named Shivam, Prince Maini, and Komal Sharma started working on the above mentioned project and developed a software for various academic and administrative purposes. The team constantly looks into the needs and requirements of the general office and plans the further development of the program accordingly. This software facilitates the college in the following processes: Admission process Fee collection Day book and Summary Academic history Issuance of various certificates Fee concession and scholarships Text books security Message services Subject combination reports Admission Register and Fee register Printing of cheques and generating vouchers Online Public Access Catalogue(OPAC)

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

Ram Sukh Das College, affiliated with Panjab University, closely follows the university's academic calendar and curriculum. The college's Time Table Committee and Internal Quality Assurance Cell (IQAC) work together to ensure effective curriculum delivery and thorough documentation. While adhering to the university's schedule, the college customizes its own timetable with minor adjustments, incorporating recommendations from the IQAC for the current session. Each department keeps detailed records of faculty workloads, schedules, and course assignments, and instructors maintain personal diaries that outline their teaching plans and schedules. The Time Table Committee develops tailored timetables for both theoretical and practical classes in undergraduate and postgraduate programs. Faculty members keep attendance records and prepare comprehensive teaching plans, which include assessments, seminars, and assignments, using a blend of traditional and ICT-based methods. Extra support is provided to slow learners, and value-added courses enhance the curriculum. At the end of each session, the college conducts a thorough analysis using feedback from stakeholders, which informs future improvements. This feedback-driven approach underscores the institution's commitment to continuous growth and academic excellence.

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

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

Ram Sukh Das College, affiliated with Panjab University, Chandigarh, follows the university's academic calendar while creating its own schedule for the current session, integrating college activities and ongoing internal

evaluations as advised by the IQAC. Internal assessment procedures, including continuous evaluation, are designed in alignment with university guidelines. Mid-semester tests, managed by the examination board, are conducted and documented to track student progress. The college emphasizes various forms of continuous evaluation to promote student proficiency and enable timely remedial interventions. This approach helps students identify areas for improvement before final examinations, utilizing techniques such as written and oral tests, quizzes, and group discussions to strengthen key skills.

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

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

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	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

0

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)****4**

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

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year**211**

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

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

Ram Sukh Das College, a co-educational institution actively promotes these values by offering add on courses like Certificate Courses in Guidance and Counselling and a Diploma

Course in Guidance and Counselling. These courses are duly approved by Panjab University, Chandigarh. In this session, college organized four value added courses. The various departments of college, IQAC cell and college management committee, worked in unison for smooth conducting of these courses.

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

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

7

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

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

102

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
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File Description	Documents
URL for stakeholder feedback report	https://www.rsdcollege.com/downloads/documents/1.4.1.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
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File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.rsdcollege.com/downloads/documents/1.4.1.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year**621**

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

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats))**2.1.2.1 - Number of actual students admitted from the reserved categories during the year****302**

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

2.2 - Catering to Student Diversity**2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners**

The faculty members assess the learning levels of the students at the time of the commencement of the session. Students are assessed by two methods. The first method pertains to newly admitted students. They are identified as slow and advanced learners on the basis of their marks in the previous class. This helps to identify the slow learners and to chalk out future plans to overcome the gap between the slow learners and the advanced ones. The second method caters to the academic competence of already enrolled students. They are evaluated on the basis of their performance in unit tests, Mid Semester Tests and their involvement in various activities performed in the class. Following approaches are adopted for advanced learners: 1. Counselling by faculty members to appear for competitive examinations. 2. Involvement of students in innovation projects to enhance their learning. 3. Guest lectures by eminent speakers from industry and academia. Following approaches are adopted for

slow learners: 1. Weak areas of the students are identified and conveyed to them. 2. To advance the level of learning of weak students, extra classes are scheduled. 3. Screening of the text based movies to stimulate their various senses in order to have a better understanding of the text.

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

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

Number of Students	Number of Teachers
1442	64

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

1. Experiential Learning: - The departments practise various activities to improve creativity and cognitive levels of the students. Extra laboratory sessions are conducted for students to help them go beyond the prescribed syllabus. Industrial visits are organised to enrich students with the first-hand knowledge of the day to day working of the industry. **2. Participatory Learning:** - In this type of learning, students participate in various activities such as seminars, group discussions, debates, projects and skill based add- on courses. Teachers also adopt role play method to supplement their teaching. To stimulate the artistic imagination of the students, various artistic activities like poster making, slogan writing etc. are regularly organised by the college. **3. Problem Solving Methods:** - The faculty members encourage students to acquire and develop problem solving skills. To develop such skills, case study method is adopted to make the students have logical thinking and practical knowledge to develop problem solving ability. The departments organise expert lectures on different topics and

also motivate students to participate in various competitions and other fests.

File Description	Documents
Upload any additional information	View File
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

Today, it is essential for the students to learn and master the latest technologies in order to be corporate ready. As a consequence, teachers are combining technology with traditional mode of instruction to engage students in long term learning. College uses Information and Communication Technology (ICT) in education to support, enhance, and optimize the delivery of education. Use of ICT by Faculty: A. PowerPoint presentations- Faculties are encouraged to use power-point presentations in their teaching by using LCD's and projectors. They are also equipped by digital library, online search engines and websites to prepare effective presentations. B. Industry Connect- Seminar room is digitally equipped where guest lectures, expert talks and various competitions are regularly organized for students. C. Online quiz- Faculties prepare online quiz for students after the completion of each unit with the help of GOOGLE FORMS. D. Video Conferencing- Students are counseled with the help of Zoom / Google meet applications. E. Video lecture- Recording of video lectures is made available to students for long term learning and future referencing. F. Online competitions- Various technical events and management events such as Poster making, Project presentations, Debates, paper presentations etc. are being organized.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)**2.3.3.1 - Number of mentors****64**

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****45**

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****20**

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

669

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

2.5 - Evaluation Process and Reforms

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

The college has adopted transparency in internal assessment as per the university guidelines. The following points explain the transparent mechanism of internal assessment followed by the college Academic Committee: Class Tests Class tests are taken by the subject teachers after the completion of their respective topics. The class tests include objective type questions/short notes related to the topic taught and sometimes it is taken in the form of class seminars. Internal Examination An Academic committee is constituted to coordinate the internal examination related activities and it communicates all the necessary information to the students, teachers and the administrative staff. After the examinations, the answer sheets are evaluated by the teachers and circulated to the students. Assignments & Projects Questions based assignments related to specific subject topics are given to the students to assess their knowledge and understanding of the concerned subject. Practical Work & Presentations Along with the regular classroom learning,

students are assigned with some practical work as well as presentations through PPT and paper presentations. Regularity in classes The students are also assessed on the basis of their regularity and behaviour in classes. Regular record of their attendance is maintained by their concerned teachers.

File Description	Documents
Any additional information	View File
Link for additional information	nil

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

The college has adopted an efficient mechanism to deal with examination related grievances which is transparent and; conduction and rectification of grievances is time bound. This mechanism works at two levels in the institution. At College Level: - The College adopts an open evaluation system where the students are shown their answer sheets in classrooms. Any student who is not satisfied with the award of marks or the assessment of papers, he or she may approach the concerned teacher. If there is any discrepancy like mistakes in marks allocation, total of marks etc., the concerned teacher resolves the discrepancy and the required corrections are made. If a student is not satisfied with the marks awarded, he or she may approach the concerned HOD who can intervene to make certain corrections. At University Level: - If students have grievances related to evaluation of university answer scripts, it is intimated to the subject handling faculty and Head of the Department, if necessary, for further action.

File Description	Documents
Any additional information	View File
Link for additional information	nil

2.6 - Student Performance and Learning Outcomes

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

The college follows the curriculum guidelines provided by the Panjab University Chandigarh for the evaluation of Programme

Outcomes and Course Outcomes. After the evaluation of these, the Principal discusses Programme Outcomes with Examination Committee and Head of Departments. The Head of Departments ensure that teachers get this information in hard and soft forms and convey to the students through various platforms. Every year, the staff of the college visits the schools and surrounding villages for career counseling and encourages students of 12th class of different streams to register themselves in higher education and introduce them the Programme Outcomes and Course Outcomes of the programmes being offered by the college. The students are also informed about the availability of programme outcomes and course outcomes at the website off the college. When the students visit the college for admission, they are provided guidance for selection of course or subjects and their relevant programe outcomes are conveyed to them through prospectus.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	nil
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The institution ensures the attainment of POs and COs by adhering to the academic calendar of Panjab University, maintaining academic records of every year and reviewing the students' progression to higher studies and their placement. Considering the necessity of internal assessment for the fulfillment of the COs and POs, the college has created Academic Committee that supervises the effective implementation of the assessment and evaluation process as per the guidelines of the University regarding the attainment of Course Outcomes and Programme Outcomes. The institution also tries to achieve the Course Outcomes and Programme Outcomes by engaging the students in various activities like N.S.S. and N.C.C. activities, Panjab University Youth and Heritage Festival, Career Counseling, various intra/inter college level competitions, Health Awareness Programs, poster making competition etc. The Formative and Summative

approaches are followed for the assessment and evaluation of the Programme Outcomes and Course Outcomes. Formative Assessment is analysed on the basis of class tests, assignments and discussions, Mid Semester Tests, Presentations and Project works etc. Summative Assessment To ascertain the extent of accomplishment of the pre-determined POs and Cos, the university conducts terminal semester examinations as per the prescribed schedule with the help of the colleges.

File Description	Documents
Upload any additional information	View File
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

343

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

2.7 - Student Satisfaction Survey

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

<https://www.rsdcollege.com/downloads/documents/2.7.1.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

0

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**3.1.2.1 - Number of teachers recognized as research guides**

0

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

0

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

R.S.D. College is actively involved in organising outreach activities such as seminars and workshops to develop an ecosystem for innovation and for creation and transfer of knowledge in students. The institution has created an environment of work where creative ideas flourish throughout the organisation at every possible level. Various departments are working for the same objective. The department of Music provides knowledge and much- needed exposure to the students such as participation in college programmes, youth festivals etc. Faculty of languages has organised creative writing competitions for students . The department of Economics and Computer Science conducted Quiz competitions to enhance students ' knowledge about different subjects. Along with this, students are learning the art of still paintings, on the spot painting, poster making, and cartooning to polish their skills under the kind guidance of teachers. College has started value added courses for the students. Separate labs are set up for students in commerce, science, computer departments to make the students acquainted with the latest in their fields. Students of heritage team learnt a lots of creation such as ennu making, rassa making, crochet, embroidery, knitting, phulkari making, dasuti etc. Other initiatives for the creation and transfer of knowledge include inter/ intra college festivals, including competitions, educational field trips, training programmes ,etc.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.rsdcollege.com/downloads/documents/3.2.1.pdf

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

5

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

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

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

0

File Description	Documents
URL to the research page on HEI website	nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	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

2

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

7

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

The NCC Cadets (Boys & Girls) participated in various training camps in session 2023-24. They also participated in Independence Day and Republic Day Parade with great zeal. The NCC Boys Cadets participated in Blood Donation camp with enthusiasm and they make efforts to educate people about the importance of Blood Donation and need for safe blood transmission. NSS unit organized various activities like Swachh Bharat mission and awareness Campaign against drugs. Their motive was to spread the awareness regarding information of cleanliness and also aware the community about the bad effects of drugs and health. Red ribbon club organized a guest lecture under the theme "Female Feticide" regarding spreading the awareness to save girl child. Red Ribbon club organized tree plantation to improve the environment, reduce the pollution and mitigate climate change. They also organized lecture on vote awareness to encourage

the students to participate in democracy by enrolling themselves in the electoral rolls.

File Description	Documents
Paste link for additional information	https://www.rsdcollege.com/downloads/documents/3.4.3.1-2023-24.pdf
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

0

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

28

File Description	Documents
Reports of the event organized	View File
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

628

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

3.5 - Collaboration

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

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

2

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****9**

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
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.

R.S.D. College, Ferozepur City, is spread over five acres of land in the main city. The college has a beautiful campus with imposing buildings and lush green lawns. The college has 41 class rooms (including smart class rooms) having proper seating arrangements. The College also has well-equipped laboratories like Physics, Chemistry, Botany, Zoology, a Biological museum, air-conditioned ICT- enabled computer labs, a language lab, a Server Room, an SST-Lab, etc. The college has a well-stocked library and a reading room where students develop their reading habits and get required books, newspapers, magazines, journals, etc. The air-conditioned seminar hall and a multipurpose hall are popular venues for many activities like seminars, extension lectures, workshops/ conferences, meetings, presentations, etc. An examination hall is also helpful for many activities; multi- functional auditorium and an open stage are also available on the campus. The college has a canteen that provides good quality food. The college has an ultra-modern girl's hostel where the basic facilities are available for the students, including

well- furnished air conditioned rooms, washrooms, mess, a recreation room, guest room, etc. The college has beautiful staff room and college also provides residential quarters to the members of the supporting staff (if required).

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.rsdcollege.com/downloads/nac/college-infrastructure.pdf

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

R.S.D. College, Ferozepur City, provides suitable infrastructure for curricular and co-curricular activities. An auditorium and an open stage are available for conducting various activities. The college has necessary infrastructure and supporting facilities to encourage students to participate in curricular, co-curricular and sports activities for their holistic development. The department of Physical education, Department of music, Dean co-curricular activities etc. play their active roles to support and guide the students. There are many playgrounds on the college campus. The college has a well- maintained gymnasium for physical fitness. A yoga centre has also been established in the college for students to improve their physical, social and mental health. The college has NCC units for boys as well as for girls. The students are enrolled for B and C certificates. The college also has NSS unit. Students get opportunities to participate in different social services like blood donation, tree plantation, pulse polio drive, adult education, etc through these units. The college has a Women cell to create awareness concerning various issues like sexual harassment, ragging etc. The Women cell helps/guides the women to tackle their problems. The college also has a Legal aid cell that provides free services/advices to the needy students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.rsdcollege.com/downloads/nac/college-infrastructure.pdf

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

03

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.rsdcollege.com/downloads/documents/seminar-hall-and-smart-class.pdf
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)

1.56

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)	View File

4.2 - Library as a Learning Resource

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

The R.S.D. College Library is serving with the sole aim of providing the necessary information and making it available to all its users at the earliest. The present beautiful building of the library is located on the first floor near the main entrance of the college and is equipped with all the facilities required for both students and staff. At present, the library has a rich collection of more than 59,000 volumes including different disciplines, reference books, and competitive exam books, etc. There is also a majestic reading hall, with a capacity of 100 readers to sit and consult reference books and other relevant literature. Moreover, a special arrangement for these facilities is also made in the Multi-purpose hall for the physically challenged students. The college library is fully automated with E-Granthalaya Library Management Software, developed by the NIC, Government of India. The Online Public Access Catalogue of the library can be browsed through the internet. Five terminals have been installed for this purpose. The institution has also subscribed N-LIST database through which authorized users can get access to more than 1, 65,000 e-books and 6150 e-journals.

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

A. Any 4 or more of the above

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

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

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

1.07

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

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

4.2.4.1 - Number of teachers and students using library per day over last one year

59

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

4.3 - IT Infrastructure

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

In the rapidly changing environment, IT has become a necessary ingredient for an institution to succeed in today's dynamic global environment. The plans for IT infrastructural development are given top priority. The institution has adequate IT infrastructure that is fully utilised for the overall development of the students and has been upgraded regularly. The college has five ITC-enabled computer labs, a language lab, one ITC-enabled seminar hall, one server room, etc. The IT facilities include Computers, Laptops, Projectors, Bar Code Scanners, Printers, Photostat Machines, Fax Machines, Mobile Jammers, Speakers, Handy Cameras, Cameras, Bio-Metric Machines, LED Screens, and Smart Boards

etc. The college regularly improves the IT infrastructure according to the rising requirements of the institution this and Rs 161449 has been spent for this purpose. At present, the college has eight internet connections, each having a speed of 100 MBPS. The college has 125 computers. As the IT infrastructure is very important for the teaching learning process and for the performance of the various activities, hence these IT facilities are made available for library, laboratories, girls' hostel, Principal and administrative office etc. The college is under the surveillance of 32 cameras, installed in the different areas of the college.

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

4.3.2 - Number of Computers

125

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)

20.37

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)	View File

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

R.S.D. College, Ferozepur City, is spread over five acres of land, has a beautiful campus with imposing building and lush green lawns. The colleges have 46 class rooms, well-equipped laboratories like Physics, Chemistry, Botany, Zoology etc, a Biological museum, and airconditioned ICT- enabled computer labs, a big play ground, Gymnasium, Yoga Centre, various sports facilities for indoor and outdoor games. The college also has a well-stocked library, students and faculty members may utilize the facilities as per the library rules. The airconditioned seminar hall, multi-purpose hall, a multi-functional auditorium and an open stage are also available in the campus. The College has a canteen that provides good quality of eatables. The college has ultra modern girls hostel having all the required facilities. The College has a support system including, The Women cell, Legal Aid Cell, N.C.C. N.S.S to aware and motivate the students to engage in various social services. All these facilities may be utilized by the students anytime as per their requirements. Moreover, these facilities are improved from time to time as per the requirements of the college. Every year the budget is allocated for the development and maintenance of all these facilities. Adequate staff is also available to maintain these facilities.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.rsdcollege.com/downloads/nac/procedure-policy-2020.pdf

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****53**

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

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year**5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year****456**

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above
File Description	Documents
Link to Institutional website	nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
17	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
17	
File Description	Documents
Any additional information	View File
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	B. Any 3 of the above

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

01

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

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

5.2.2.1 - Number of outgoing student progression to higher education

46

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

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

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

17

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

5.3 - Student Participation and Activities

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

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

31

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

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

The Students Council of any college is selected to shape all decision in the field of education in democratic way. The selection of students' representatives for Student Council of our college is completely an act of an utmost importance as it paves the way of all other activities that we plan for every academic session. The selection is done on the basis of their academic performance, their active participation in extracurricular activities and as per the recommendations of heads of their departments. The students selected actively participate in various activities of different academic and administrative bodies of our institution like IQAC, Red Ribbon Cell, etc. They work as a medium between faculty and students by maintaining: 1. Coordination in day to day academic activities at their level. 2. Coordination in communicating the information between students and Teaching faculty. 3. Co-ordination in organizing cultural events, organizing Sports/ Games and arranging Tours and Visits for the students. Our educational institution encourages the students to develop their leadership skills through these activities. Meaningful Student Involvement should not merely be an exercise, but must be a reality that engages, challenges, and expands students' understanding of democracy in their education and throughout their lives.

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

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

63

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

5.4 - Alumni Engagement

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

The college is having "Alumni Association of RSD College" under the Societies' Registration Act (XXI of 1860) and as amended by Punjab Amendment Act, 1957. Alumni Association was registered on 16, September, 2013 with registration number 4628. Students, who passed out of the college, are eligible for Alumni status. The mission of Alumni Association is to inform, engage and inspire Alumni to stay connected to their alma-mates to support college to achieve its vision and contribute to its success. As per the bye-laws of Alumni Association, the President of the College Managing Committee will be Chief Patron of the Alumni Association and Secretary of the College Managing Committee will be the President of the Alumni Association. So the executive committee is working under the president of Alumni Association Shri S.P. Anand. The College also relies on Alumni to provide mentoring, internships and career opportunities to students. To achieve its mission, Alumni conduct Alumni Meets, and Extension Lectures on different topics for the students.

File Description	Documents
Paste link for additional information	https://www.rsdcollege.com/?cat=alumni-association
Upload any additional information	View File

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

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision Statement

To impart meaningful education so as to produce socially responsible, ethically committed, and globally competent individuals who can make this world a better place to live in.

Mission Statement

To impart comprehensive education aiming to develop different faculties of the personality of students of this border area. The inculcation of scientific temper, humane temperament, and development of sensitive outlook towards relevant social issues is a cherished dream of the college. The college also aims to help students acquire skills to successfully face the challenges and complexities of contemporary life.

The RSD College is governed by RSD College Trust Management Society. The institution is 100 years old and a reputed institution in Punjab. It was established in 1921 with Panjab University, Lahore. Presently, The College is affiliated with Panjab University, Chandigarh. The organizational structure exhibits excellent decentralization and participative management through the principal, vice-Principal, Head of

Departments, Office incharge, Accountant, laboratory assistants, sports Committee, in-charges, NCC Division, NCC Wing & NSS, etc. Teachers have representatives in the College's Governing Body, which is its highest decision-making body. Teachers of the colleges are members and conveners of the various committees that are constituted by the Principal for the day-to-day functioning of the college.

File Description	Documents
Paste link for additional information	https://www.rsdcollege.com/?cat=mission
Upload any additional information	View File

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

The RSD College Management and Trust have adopted decentralization and participative functioning for the growth and development of the College. The whole work is done through various committees of the college. Decentralization and participative functioning reflect in the following.

1) At the start of every session Admission committees are formed in order to smoothly conduct the admission procedure for different courses and classes of different faculties. Senior faculty members along with office administrative staff members are included in the committee. Committee members go through the rules of admissions and instructions given by Panjab University, Chandigarh, and help students to select the proper subjects and courses. They give the information to the students about career options and conduct counseling sessions if required. They verify the admission form and provide guidance to the students. Then with the permission of the principal student gets admission to the course. In case students want to change their stream university rules are followed.

2) All the Heads of different departments of the college prepare prospective workload for every academic year on the basis of the strength of students of the previous year. The recruitment procedure for additional staff is planned accordingly with the approval of Management. The Management, Principal, Head of the department, and subject expert are involved in the selection of the additional staff.

File Description	Documents
Paste link for additional information	https://www.rsdcollege.com/?cat=faculty
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The curriculum is developed by Panjab University, Chandigarh. The college prepares its academic calendar in the tune of the university academic calendar. Various faculty members of the college are the members of Board of Studies of Panjab University. These members regularly attend the meetings of the Board of Studies and they give their suggestions for curriculum development. The Board of Studies Changes and modifies the curriculum accordingly.

Teaching and Learning Strategy Every year teaching strategies are reviewed after the analysis of academic results and the mutual discussion of the faculty enables the teachers to update their teaching methods to make learning interesting and stimulating. Regular meetings of staff with the principal and managing Committee are conducted for student-centric teaching by involving them in projects, seminars, debates, writing completion, Educational tours, Participation in Youth Festivals, presentations, etc.

Research and Development:

The faculty members are motivated to apply for financial aid available in this regard from UGC, CSIR, and other bodies to promote the research activity. Teachers are motivated to attend seminars/conferences/workshops/ Faculty Development programs. Library, ICT, and Physical Infrastructure / Instrumentation The college have a rich Library. Being a 100-year-old college a large number of valuable books are present in the college library. More than 115 computers are available in the college for students and staff. Well-furnished computer labs, Science labs, sports ground, Gym, and Canteen facility is available in the college for students.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.rsdcollege.com/?cat=aboutus
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 college is governed by RSD College Trust and Management Society. The college was established with the vision of creating human capital that is socially committed, globally competent, and exhibits scientific temperament. There are proper channels for communication between the management and different stakeholders. Feedback received from faculty, students, alumni, and other stakeholders are considered for continuous review and revision for the smooth functioning of the college. The Principal, Different Committees, HODs, Bursar, and office superintendent give their feedback to the management in the periodic meetings and the necessary action is taken as per the need of the specific case. The College has formed various policies related to Green Campus, Energy Conservation, IQAC Policy, Waste Management Policy, Policy for Visually Impaired Students, Policy for Merit Holder and Need Students, Policy for Disabled Students. Policies and services rules related to aspects such as leave, recruitment, admission, and reservation are as per the provision laid down by PU, Chandigarh/Punjab Govt., as the case may be. The Principal of the College plays a vital role in the functioning of the college. Notifications regarding any important information are regularly shared through different channels. The IQAC of the college is proactive and conducts meetings regularly for ensuring quality in academics, extra-curricular and administrative activities. The meetings also lead to better coordination among different committees and departments. Most of the activities are prepared through joint efforts of IQAC and the concerned department.

File Description	Documents
Paste link for additional information	https://www.rsdcollege.com/?cat=management
Link to Organogram of the institution webpage	https://www.rsdcollege.com/downloads/nac/organogram.pdf
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Teaching Staff

1) EPF / CPF Facilities

2) GISLIS

3) Medical/Maternity Leaves

4) Accommodation for the head of the institution

5) Leave Encashment

6) Gratuity

7) Career Advancement Scheme

8) Accommodation is provided to female staff in College's Girls' Hostel if they demand

The college has opted for various welfare measures for teaching and Non-Teaching staff mentioned as follow; Non-Teaching Staff

1) EPF / CPF Facilities

2) GISLIS

3) Medical/Maternity Leaves

4) Accommodation for a few of the Adhoc employees

5) Leave Encashment

File Description	Documents
Paste link for additional information	https://www.rsdcollege.com/?cat=faculty
Upload any additional information	View File

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

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

0

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

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

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

nil

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)	No File Uploaded

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

19

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
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

Teaching and Non-teaching staff plays an important role to attain and sustain the quality parameters for the development of the college. The College has well defined and structured performance appraisal system for Teaching and Non-Teaching staff. At the end of every year performance of employees is assessed. For teachers, Performance Based Appraisal is based on self-review. The principal of the college assesses this appraisal and reports to higher authorities as per the rules of Punjab Govt., Panjab University, and UGC. And higher authorities further take decision for annual increments and Next scale of the teachers as per the rules of Punjab Govt., Panjab University, and UGC. In case of Non-Teaching staff same mechanism is opted

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

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

1. The Internal Audit 2. The External Audit.

Internal Audit

Internal audit is done perpetually. The internal audit committee consists of bursar, Office Superintendent and the internal auditor. The internal audit is done by the Chartered Accountant. The audited report by the Internal CA is placed before the Management in the meeting of the R.S.D Trust & Management Society for whetting and rectification, if any. The qualified remarks given by the auditor are taken into consideration in the forth coming years.

External Audit

At the same time the institution is in an aided college of the Government of Punjab is audited through DPI (Colleges).

The DPI (Colleges) deposes its audit team every year to conduct the audit of the grants-in aid received. There is a 2 tier system adopted by the Govt. of Punjab. In the first tier the pre audit is done when the claims are sent and the post audit is done after receiving the grant. If any objection is made by the audit team then the same is complied in totality before the next claims are submitted.

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

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

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

0

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

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

The Institution attempts to garner funds from appropriate agencies in order to augment its capacity building and expansion exercises targeted at both faculty as well as student enrichment. The following academic activities were conducted with support from various bodies. Grant in Aid (Few staff members are covered under 95% and Few staff members are covered under 75% Grant in Aid Scheme) from state Government Fees from students for regular and add-on courses Rent from Canteen Contractor Rent from Bank Fees from Vocational

courses Utilization of Resources The financial resources of the college are managed in a very effective and foolproof manner. All financial transactions are carried out with prior and proper permission of the Principal of the College, who is guided by the Governing Body of the College. There is fully computerized accounts department in the college. Double entry system is followed to maintain the accounts of the college. The College has a Purchase Committee, Library and various associated bodies which help in the preparation, division and allocation and the utilization of funds. Physical and academic facilities are augmented for students. Library and Sports services are strengthened. Laboratories and IT infrastructure is dynamically enhanced.

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

6.5 - Internal Quality Assurance System

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

Internal Quality Assurance Cell of the college contributes significantly in institutionalizing the quality assurance strategies and processes through set practices. There are regular meetings of the cell in which a comprehensive review of the strategies and processes undertaken in the previous/ongoing semester is made. The academic calendar for each session as per the guidance of the university and the requirements of the college is presented and sanctioned in these meetings. To cater to the fast changing world, recommendation regarding introduction of new courses and review of the recently introduced courses is undertaken in these meetings. The cell also acknowledges that in the contemporary scenario, collaborative quality initiatives are must to serve the primary need of education. For this, the college has signed 6 Memorandum of Understanding (MOUs) with various institutions during 2021-22. On the whole, the cell strives to institutionalize various methodologies, strategies and structures that will help the college in evaluating its different activities constantly. The cell also encourages different departments to conduct training and internship for students in order to expose them to real-life learning. The

cell also realizes that it is imperative for any educational institute to develop its human resources. To achieve this aim, the teachers are encouraged to attend Faculty Development Programs and Refresher Courses for their personal development as well as Career Advancement Scheme (CAS).

File Description	Documents
Paste link for additional information	https://www.rsdcollege.com/?cat=iqac
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 cell has ensured that various proformas related to feedback from different stakeholders are collected and analysed by various departments and cells. There is special emphasis on collecting and analyzing Students' Satisfaction Survey (SSS) as per the prescribed performa of NAAC. The action taken report in case of feedback collected from different stakeholders is presented in periodic meetings of IQAC. The cell has institutionalized a continuous evaluation of teaching learning process through practices

<https://www.rsdcollege.com/downloads/doclike> maintenance of teacher diary, regular preparation of lesson plans, class tests and MSTs. Internal Quality Assurance Cell of the college also realizes that to keep the faculty and students in touch with the latest developments in field of research and academics, seminars, workshops, field visits, visits by personalities from industry and corporate sector must be an integral part of the college calendar. Different departments and cells of the college are encouraged by the cell to organize such events regularly. To add to the human capital of the college, the cell also encourages the teachers to pursue research in terms of doctorate and in the form of undertaking various projects. As a result, the college can boast of around 20 Ph.D. holder teachers.

File Description	Documents
Paste link for additional information	https://www.rsdcollege.com/downloads/documents/sss-2023-24.pdf
Upload any additional information	View File

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.rsdcollege.com/?cat=iqac-ar
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The college believes in simultaneous development of all the genders which is of utmost importance for the overall development of the institute as well as the society. The college very well realizes that an incessant focus on promoting the cause of education among girls of this border and rural belt is must in realizing the dream of society based on equity and equality. To realize this dream, Staff

members' sincere attempts have been bearing fruit as the college has had a considerable strength of girl students in the recent years in spite of there being two women colleges in the same town. The institution has a 'Women Cell' to prevent sexual harassment and to promote general well-being of girl students, teachers of the college. Any psychological issues of the students are solved by counselor. The college campus is fully covered with CCTV cameras to ensure the safety of students. Security guards have been stationed at the main gate. The college provides hostel facility to girl students. There is a separate common room for girl students. To encourage girl students to excel in the field of academics, free books are provided to them every year. Gender sensitization activities organized by various departments. The college also conducts gender audit every year.

File Description	Documents
Annual gender sensitization action plan	https://www.rsdcollege.com/downloads/documents/7.1.1-activity.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.rsdcollege.com/downloads/documents/7.1.1-2023-24.pdf

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Solid Waste Management: 1. College generally has green waste in college campus which is thrown in separate pits and used for natural manure. 2. Coloured dustbins are placed at different places to segregate the solid waste as bio-degradable and nonbiodegradable. 3. Everyone is dissuaded from using plastic bags. 4. Wearing of Masks & gloves are compulsory for sweepers to dispose of waste.

Biomedical Waste Management: 1. Biomedical waste is collected by Amritsar Envirocare System (P) Ltd time to time. 2. Autoclaves are used for sterilization process before disposing off microbial waste. 3. Needle Cutter being used to dispose of used needles. 4. There are different types of dustbins for disposal of Biomedical Waste as per their color coding- Red, Yellow and Green Dustbins. **Liquid Waste Management** 1. RO reject and condensate from AC's is used for watering plants and mopping. 2. Waste water while drinking is carried to nearby lawns through pipes. 3. The Hazardous liquid from chemistry labs is made chemical free by Effluent Treatment Plant (ETP) and then it is drained. **E-Waste Management** 1. The College sells E-Waste to authorized 'Cosmos Recycling Agency' which visits the campus time to time to collect Ewaste.

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

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

C. Any 2 of the above

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

7.1.5 - Green campus initiatives include

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

- 1.Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

B. Any 3 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

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

A. Any 4 or all 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	View File
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).

The institution has always been committed for providing an

inclusive environment to the students and staff. The institution consistently strives to create an inclusive environment that promotes tolerance and harmony across cultural, regional, linguistic, communal, socioeconomic, and other diversities. Staff and Students of all religions and castes are treated equally in the institute. Expert Lectures on tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic, etc., are organized regularly. The newly enrolled students are welcomed through a day of cultural events. Festivals of all religions and castes are enthusiastically celebrated in the organization. Equal treatment is given to staff and students of all religions and castes. Regular expert lectures are conducted to foster awareness about cultural, regional, and social harmony. NSS and NCC instill values of community service. Departments offer courses in languages like English, Hindi, and Punjabi emphasizing linguistic diversity. Scholarship, Fee Concession & Students' Aid Fund Committee also provides financial aid to students. The college conducts gender sensitization classes for its students in order to help them understand gender diversity and plurality.

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

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

Our institution focuses on students' internalization of social values, ethics and civil responsibilities. The college endeavored to offer several opportunities for the students to formulate and ratify codes and mores of refined conduct and citizenship. Our college, with a view to involve young people in building societal resilience, adopted recovery measure by providing counseling sessions to the student community. Human rights cannot be enjoyed without a safe, clean and healthy environment. Various activities related to environment like Tree Plantation, Field Trip to Herbarium, Swachh Bharat Mission and Reuse of Plastic Waste are conducted in college. Sustainable environmental governance cannot exist without the

establishment of and respect for human rights. To give awareness about the fundamental duties mentioned in our constitution and to protect and improve the natural environment, our college organized Various programmes and activities like Lectures on Voter Awareness and Female Foeticide, Awareness campaign against Drugs and visit to blind home.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.rsdcollege.com/downloads/documents/7.1.9.pdf
Any other relevant information	nil

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

4. Annual awareness programmes on Code of Conduct are organized

B. Any 3 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	View File
Any other relevant information	No File Uploaded

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

events and festivals

Ram Sukh Das College celebrates National and International days, and festivals every year with full zeal, fondness, and enthusiasm.

The Institution has celebrated/organized numerous national and international days, events and festivals during 2023-2024 as given below:

National Festival: Hindi Diwas.

National Days: Teachers Day, Independence Day, Republic Day.

International Day: World Mental Health Day.

Events: Athletic Meet, Blood Donation, PPT on Chemical in Universe.

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

7.2 - Best Practices

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

BEST PRACTICE-1 1. Title Promoting Girls' Education 2. Objectives (i) To help girl students achieve their career goals. 3. The Context Ram Sukh Das College has been founded and developed with a distinct aim of serving the youth of this and outlying areas. 4. The Practice Ram Sukh Das College aims to impart education aiming to develop different faculties of personality of students of this border and rural area. 5. Evidence of Success During 2023-24), many girl students got scholarships. 6. Problems Encountered and Resources Required Sometimes needy girl students show hesitation to claim scholarships. **BEST PRACTICE-2** 1. Title Infusion of Skills and Progression to Higher Education 2.

Objectives (i) To produce professionally competent and skilled workforce. **3. The Context** The college was established with the vision of creating human capital that is socially committed, globally competent and exhibits scientific temperament. **4. The Practice** Our college organizes seminars/interaction sessions by industry experts with students on career choices. **5. Evidence of Success** Some of the students have started their own business; while some others have got placed in reputed companies. **6. Problems Encountered and Resources Required** There are inadequate job opportunities for students in the border belt.

File Description	Documents
Best practices in the Institutional website	https://www.rsdcollege.com/downloads/documents/best-practices-2023-24.pdf
Any other relevant information	nil

7.3 - Institutional Distinctiveness

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

The core distinctiveness of R.S.D. College has been its ability to adapt to different changes in order to continue to serve as a catalyst of change for this border belt. The college has been striving for automation of different modules in the working of the general office since 2013 under the leadership of Shri Sukhdev Singh, Assistant Professor, Department of Computer Science and Applications. Since 2017, the thrust has been to involve other stake holders like students and office staff. Thus, Shri Sukhdev Singh along with 3 students named Shivam, Prince Maini, and Komal Sharma started working on the above mentioned project and developed a software for various academic and administrative purposes. The team constantly looks into the needs and requirements of the general office and plans the further development of the program accordingly. This software facilitates the college in the following processes: Admission process Fee collection Day book and Summary Academic history Issuance of various certificates Fee concession and scholarships Text books security Message services Subject combination reports Admission Register and Fee register Printing of cheques and generating vouchers Online Public Access Catalogue(OPAC)

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

7.3.2 - Plan of action for the next academic year

1. Interaction with Alumni and Convocation to be organised in the even semester in the following session

2. Implementation of NEP as per Panjab University norms and requirements of the college

3. Focus on such SECs, VACs and IDCs that foster employability and different skills among students.

4. Some departments will organize seminars with the help of different funding agencies. 5. As the world is changing very fast and there is a dire need to equip students with different skills, the department of extra-mural activities will be asked to motivate students to participate in different activities covered in Panjab University Zonal Youth and Heritage Festival. 6. Different departments, especially the newly established ones, will organize activities that involve the participation of the maximum stakeholders. 7. The teachers would be encouraged to produce quality research work.