



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	SADANLAL SANWALDAS KHANNA MAHILA MAHAVIDYALAYA
• Name of the Head of the institution	LALIMA SINGH
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	05322659124
• Mobile no	9415644674
• Registered e-mail	sskiqac@gmail.com
• Alternate e-mail	khanna_girls_dc@yahoo.co.in
• Address	S.S. Khanna Girls' Degree College, 179 D, Attarsuiya
• City/Town	Prayagraj
• State/UT	Uttar Pradesh
• Pin Code	211003
2.Institutional status	
• Affiliated /Constituent	Constituent
• Type of Institution	Women
• Location	Urban

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	University of Allahabad				
• Name of the IQAC Coordinator	Dr. Manjari Shukla				
• Phone No.	05322659124				
• Alternate phone No.	9415636169				
• Mobile	9415636169				
• IQAC e-mail address	sskiqac@gmail.com				
• Alternate Email address	manjarishkl@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://sskhannagirlsdc.ac.in/pdf/AQAR_2019-20.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://sskhannagirlsdc.ac.in/pdf/Academic%20Calendar%202020-21.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	0	2005	28/02/2005	27/02/2010
Cycle 2	A	3.46	2014	03/03/2015	02/03/2020
Cycle 3	A	3.09	2021	01/03/2021	28/02/2026
6.Date of Establishment of IQAC			15/04/2005		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
S.S. Khanna Girls' Degree College	CPE Phase II	UGC	2017 ; 5 years	12000000
Department of Chemistry, Botany and Zoology	Strengthening Component of Star College Scheme	DBT	2020 ; 3 years	6300000
Dr. Anuradha Singh	UGC-BSR Research Start-Up Grant	UGC	2019 ; 2 years	1000000
Dr. Meenu Agrawal	Research Project	ICHR	2020 ; 2 years	150000
8. Whether composition of IQAC as per latest NAAC guidelines		Yes		
<ul style="list-style-type: none"> Upload latest notification of formation of IQAC 		View File		
9.No. of IQAC meetings held during the year		2		
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 		Yes		
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 		No File Uploaded		
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?		No		
<ul style="list-style-type: none"> If yes, mention the amount 				
11. Significant contributions made by IQAC during the current year (maximum five bullets)				

* Introduction of new courses during 2020-21: 1) M.A. in Urdu 2) M.A. in Medieval History 3) B.Sc. in Computer Science 4) B.Sc. in Biochemistry 5) One year Diploma in Fashion Designing (UGC Approved)

* Establishment of Institution Innovation Council (IIC) as per the norms of Innovation Cell, Ministry of Education, GoI

* Organization of One week Faculty Development Programme (FDP) on "E-content development and Learning Management System" in collaboration with Guru Angad Dev Teaching-Learning Centre of MHRD under PMMMNMTT (22-28th August 2020)

* Organization of 5 day International e-Conference on "Sustainability Challenges and Transforming Opportunities: Amidst COVID-19" under Strengthening Component of Star College Scheme of DBT, GoI (26-30th July 2020)

* MoUs with four institutes for academic collaboration: 1) TLC of Ramanujan College, University of Delhi 2) Bioved Research Institute of Agriculture, Technology & Sciences, Prayagraj 3) Nehru Gram Bharati University, Prayagraj 4) All India Management Association (Allahabad Chapter)

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
Preparation for NAAC Peer Team Visit for 3rd Cycle of accreditation	NAAC Peer Team visited College on 23rd-24th February, 2021 and College was accredited at 'A' Grade with 3.09 CGPA in 3rd Cycle.
Conduct of Free Summer Coaching	Free Online Summer Coaching for Competitive examinations was organized from 1st to 30th June 2021. 845 students were registered for the program.
Organization of International and National Seminars/Conferences	Organized 03 International e-conference/Webinars; 01 International Online Lecture Series; 19 National Webinars and 19 National Online Quizzes
Organization of programme for Teacher Enrichment	Organized One week Faculty Development Programme (FDP) on E content development and learning management system
Organization of Damodarshree Award For Academic Excellence 2020	Due to COVID the program was postponed

Organization of programs in collaboration with M.J College Bhilai under MoU	IQAC of College in collaboration with IQAC of M.J. College, Bhilai organized 2 days Online workshop on Crafts n Creations				
Introduction of new diploma courses	Introduced Diploma in Fashion Designing (UGC Approved) from 2020-21				
Conducting Campus Recruitment Drive by Placement Cell of College for students	Training and placement Cell of College in collaboration with MEDHA organized Campus Recruitment Drive by AAROHAN on 9th Feb 2021				
Publication of next issue of College Journal	Volume 3 of ANVEEKSHA Research Journal of SSKGDC was released				
Promotion of Research culture among Faculty members	3 Minor projects were allotted to faculty members under CPE Phase II Scheme of UGC				
13. Whether the AQAR was placed before statutory body?	Yes				
<ul style="list-style-type: none"> Name of the statutory body 					
<table border="1"> <thead> <tr> <th>Name</th> <th>Date of meeting(s)</th> </tr> </thead> <tbody> <tr> <td>IQAC</td> <td>11/12/2021</td> </tr> </tbody> </table>		Name	Date of meeting(s)	IQAC	11/12/2021
Name	Date of meeting(s)				
IQAC	11/12/2021				
14. Whether institutional data submitted to AISHE					
<table border="1"> <thead> <tr> <th>Year</th> <th>Date of Submission</th> </tr> </thead> <tbody> <tr> <td>2020</td> <td>17/03/2020</td> </tr> </tbody> </table>		Year	Date of Submission	2020	17/03/2020
Year	Date of Submission				
2020	17/03/2020				

Extended Profile

1. Programme

1.1

537

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

File Description	Documents
Data Template	View File

2.Student

2.1 3474

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 1351

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

File Description	Documents
Data Template	View File

2.3 964

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 80

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 86

Number of sanctioned posts during the year

Extended Profile

1. Programme

1.1	537
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2. Student

2.1	3474
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	1351
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	964
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3. Academic

3.1	80
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	86
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	41
Total number of Classrooms and Seminar halls	
4.2	170.05 Lakhs
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	151
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

Effective curriculum delivery through a well-planned and documented process:

Our Institute is a constituent college of University of Allahabad (AU) and therefore follows the University/NCTE/BCI syllabus and academic calendar for admissions, registration, examinations, etc. The Academic Calendar of College, formulated by the Principal with the help of concerned committee, is notified to the Convener and faculty of departments. Accordingly teaching plan is prepared before the commencement of semester/session and the same is informed to the students through departmental timetable. External experts for enrichment of students are invited from time to time. Review meeting by Convener with faculty members is held in regular intervals to monitor syllabus coverage, minimum attendance of students required for appearing in final exam, etc. At session/semester end, university examinations are conducted by Examination Cell of college and evaluation of answer sheet and

declaration of final result is done by AU once internal assessment marks are sent by the institute. At session/semester end, students' feedback, collected on predefined parameters, is reviewed by Principal along with H.O.Ds./Conveners. Any shortfall/improvements required are suggested by IQAC and resolved by respective committee in the meetings held for planning in advance for the execution of the courses at the commencement of session/semester.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://sskhannagirlsdc.ac.in/pdf/Prospectus_2020-21.pdf

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

The college follows the modalities of conducting the Continuous Internal Evaluation in CBCS Courses as prescribed by the University of Allahabad at PG level and at UG level college has a strong mechanism for CIE as per their curriculum. Taking home examination is compulsory for UG classes. An examination committee has been formed with the task of conducting the different examinations for CBCS, based on the norms set by examination committee, conveners decide the dates for Test 1 (T1), Mid-term Test and Test 2 (T2) and other academic activities. Each session of CIE is followed by remedial and doubt removal sessions, parent-teacher meeting and counseling. Regular staff meetings are conducted on the college level as well as on the departmental level to ensure adherence to the schedule. The Internal evaluation process in B.A.LLB (Hons.) in each subject/paper carries a total of 40 marks per semester, divided into different components. i.e. internal assessment (20 marks), project work (10 marks), presentation (5 marks) and attendance (5 marks); spread over the entire semester. Within 10 days papers are discussed with the students for better understanding of how to approach the question properly in case their expectations are not met with by the evaluator. The CIE pattern is as follows:

- The time-table for each internal assessment is prepared with teaching plan well in advance.
- Teachers are given ample time to set the question paper as per the university norms.

- Answer scripts are corrected within a week.

Apart from tests and written examinations, students are also given opportunities to think, examine various aspects of a problem that will boost the teaching and learning process within the stipulated time in each session. Students are also assessed on the basis of seminars, assignments, etc.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://sskhannagirlsdc.ac.in/pdf/Academic_Calendar_2020-21.pdf

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

C. Any 2 of the above

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

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)

01

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

236

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

Various cross-cutting issues such as gender equity and sensitization, environmental awareness, human values and professional ethics are integrated through the curriculum of our parent University i.e. University of Allahabad. Currently five faculties are running in our college - Arts, Science, Commerce, Law and Teacher Education. Thus, different aspects of cross-

cutting issues are well covered in subjects taught under various faculties. For instance, papers like Ecology and Environmental Sciences in B.Sc. Zoology, Business Environment and Human Resource Management in B.Com, Environmental Education in M.A. Education, Social Problem in India in B.A. Sociology, Personality Development & Yoga in B.Ed. and Family Law, International Human Rights, Environmental Law, Professional Ethics in B.A. LLB, etc. emphasizes on above mentioned cross-cutting issues. A comprehensive list of all such papers covering cross-cutting issues are attached herewith.

Having recognized the importance of environmental sustainability, the college also runs a three month certificate course in Environmental Awareness (CCEA) under CPE Phase II, UGC. Apart from the curriculum, the college also takes deliberate efforts to focus on above mentioned cross-cutting issues by organizing workshops, seminars, special lectures, Quizzes, etc. There are also some specific cells and committees in the college specially dedicated towards such issues like 'Women cell' for addressing gender issues, 'Eco Club' for environmental relate issues, Extension Committee, etc. A comprehensive list of all such programs organized by various cells, committees and departments of the college are given in additional information.

File Description	Documents
Any additional information	View File
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

5

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

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

238

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://sskhannagirlysd.ac.in/feedback/CurriculumFeedbackReport_20-21.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://sskhannagirldsdc.ac.in/feedback/CurriculumFeedbackReport_20-21.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

1317

File Description	Documents
Any additional information	View File
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

590

File Description	Documents
Any additional information	View File
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 Institution takes every measure possible to understand the needs and requirements of the students before the commencement of

the teaching programme. Students are counselled at the time of admission and an orientation session is organized, in which students are familiarised with the course, mode of internal assessment as well as facilities available in the college. Students with good cocurricular skills are identified by various committees and are nurtured to hone their talents. Teachers before beginning their classroom teaching, informally try to gauge the potential of the students, their knowledge about the course, and their comfort with Hindi/English language as a medium of instruction.

On the basis of performance in classroom learning, previous results and class tests, advance and slow learners are identified by the teachers and the specific measures are taken accordingly. Some of the measures adopted by most of the departments are mentioned below:

Measures taken for Advanced Learners

- Guiding on the aspects of career planning.
- Discussion on the topic in depth and more comparative manner.
- Encouraging the students to participate in various academic activities such as debate, quiz, essay writing etc. at college and intercollegiate level.
- Guiding them for personality development.
- Guiding them for various competitive exams in detail.
- Encouraging toppers with Medals, Certificates and Scholarships etc.
- Providing reference books.

MEASURES TAKEN FOR SLOW LEARNERS

- Motivating the students to attend remedial and tutorial classes .
- Individual academic counseling is done by concerned subject teacher.
- Along with the library facility in the college, book bank facility is also provided at departmental level.
- Group discussion sessions are specially designed for introvert students.
- On the completion of the topic, oral and written tests are taken.
- Motivating such students to take part in departmental activities.
- Guiding the slow learners in writing proper answer by

providing them answer format.

Teachers are available in the college premises as well as approachable through email and whatsapp to clear doubts and counsel on one to one basis.

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

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

Number of Students	Number of Teachers
3474	80

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

College has five faculties namely faculty of arts, science, commerce, B.Ed., and Law. Each programme has been continuously engaged in providing rich curricular experience to students by ensuring student centred pedagogy. This has been provided by usage of experiential learning, participative learning and problem-solving methodologies for enhancing personalized learning experiences to students. All Postgraduate courses demand for submission of project work by students, which is itself a best example for participative as well as problem solving methods. Each project has been evaluated with proper feedback to students. It is in sync with the theme of formative assessment for continuous improvement of the teaching learning process in college. Multiple modes have been adopted by various departments for getting out of the best in students as per the requirement of the particular discipline. Several brainstorming sessions have been organized by

departments to inculcate creativity in students, as ideas are most powerful nowadays. Teachers have been connected with their respective students on whatsapp groups on which students can put their query throughout the day and query has been resolved also as soon as possible. In totality it can be said that college has adopted all possible measures to enhance the teaching learning process for our real beneficiaries, our students.

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

This is the age of digital natives. Hence to satiate the digital thirst of our students, teachers have been continuously engaged in usage of ICT enabled tools for effective teaching learning process. Our college has enough smart classrooms where lectures can be taken with the help of LCD projectors and smart boards to make lectures more student friendly. In addition to this each class has been connected with their teachers by whatsapp groups and mail ids to send online teaching material to make learning blended in its true sense. Flipped classroom approach has been adopted by various departments such as the department of education, chemistry and few more to engage in the development of HOTS (Higher order Thinking Skills) in real classroom situations. Students have also been motivated to submit their projects in the form of PPT in soft copies to develop digital skills in themselves. Teachers have also been continuously engaged in various training programmes to become updated in the field of ICT enabled teaching and learning so that they can disseminate this knowledge in their students. Awareness about SWAYAM, NPTEL courses have been circulated among students through various notifications, so that they can get benefitted by the digital initiatives of MHRD, GOI.

The entire Academic session 2020-21 was run on online mode due to current pandemic situation. To ensure smooth teaching-learning process classes were conducted through Google Classroom platform and live classes were taken on Google meet and zoom. The college has facility of Media Centre wherein the teachers can record their lectures and these recorded lectures were shared with students

through youtube channels of concerned teachers and google classroom which was benefecial for the students dealing with network issues during live classes.

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

79

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

80

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

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

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

65

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

898

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.

Evaluation is an innate part of teaching learning process. The college has a transparent and continuous internal assessment system with following features:

- An examination committee has been formed with the task of conducting the different examination.
- Taking home examination is compulsory for U.G. Classes.
- Students are informed about the syllabus of the exam well in advance. Evaluated answer scripts of home examination and internal assessment are shown to the students and suggestion for improvement are made by teachers.
- Regular class tests are taken and answer scripts are shown to the students, so that they can work on their weakness.

- Each department holds meeting to ensure that teachers take regular class test, presentation etc.
- Students are continuously evaluated during the departmental orientation. It is also reiterated by teachers from time to time during regular classes by organizing quiz test, objective tests, essay writing and other competitions.
- Each session of CIE is followed by remedial and doubt removal session, parent-teacher meeting and counseling.
- Examination committee determines deadline for assessment for answer scripts.
- Separate seating arrangement is made for disabled students.
- Members of verification committee verify the marks of answer books to ensure error free final entries.
- The college has a separate room having necessary equipments including Computer, Printer, Photo-copier for examination work.
- All practical examination, internal evaluation of projects and internal examination of post graduate programs are carried out by individual departments as per University guidelines.

File Description	Documents
Any additional information	View File
Link for additional information	https://sskhannagiralsdc.ac.in/web.php?page_url=committee

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

To ensure the smooth and fair conduct of internal and external exams, the college has a separate Examination Committee. Apart from the final exams conducted by the University, the college also conducts Home exams for UG students and Internal Assessments for PG students. The committee actively screens the problems and issues raised by students regarding the exams. The time table of all exams are displayed on notice board as well as whatsapp group of students well in advance in order to provide adequate time for preparation. Answer sheet of class test, internal examination and home examination are discussed with students after evaluation. In case of any grievances regarding marks awarded to students they can approach to the teacher coordinator for redressal. The chairperson of Examination committee himself takes initiative to redress exam related grievances of students in proper time. Besides this, the college also has a separate Grievance Redressal

Cell.

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

2.6 - Student Performance and Learning Outcomes

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

The college website, prospectus, magazine and newsletter state the mission and vision of the college. Each department has its vision statement which is displayed in the respective classroom. In the orientation/foundation class for the first year undergraduate and postgraduate students, broad programme objectives are explained. At the time of admission, admission committee counsels the students about the programme outcomes. For each course offered by the college, a unique set of learning outcomes have been defined. These are linked to the broad programme outcomes. Following effective pedagogic strategies, the faculty articulates the learning objectives, and expected outcomes for each course at the beginning of the session as well as before each unit in the syllabus. This helps students appreciate the topic being covered in the class as they see the relevance. Course outcome for all the programs are also displayed on the college website.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://sskhannagirlsdc.ac.in/courseoutcome.pdf
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.

Attainment of programme outcomes, programme specific outcomes is duly evaluated by the college. One of the methods that our college follows while doing so is by assessing the teaching-learning based on a feedback system in which the final year students of the college are provided with feedback forms to be duly filled up by them providing inputs on teaching-learning drawbacks, limitations

constraints and also merits of the department, its faculty members etc. Separate curriculum feedback is also collected from the students, parents, teachers, alumni and employer. Our college has a grievance redressal cell and mentor-mentee system, where the students can also place their problems at any time while studying. The college deals with students' grievances very deftly by preserving its confidentiality, while at the same time taking concrete steps for resolution. Parent-teacher meetings are organized, whenever required, which is another system through which the college keeps track record of programme outcome achievement. Highlighting merit holders' names on notice-boards, newsletter and college magazine is a regular practice of our college through which attainment of programme outcomes are measured and checked. The advance and slow learners are identified and accordingly outcome attainment target is set by introducing improvement measures. Organizing class tests and subject-oriented quizzes, classroom discussions, etc. are a part of this improvement strategy. In order to achieve programme outcomes, each department takes foundation classes before starting to teach prescribed course. Overall academic report is displayed on the college website, published in college magazine, provided to University of Allahabad through the 'Annual Report' of the college and sent to NAAC through AQAR. There is a reward system in our college, through which students are encouraged to excel in life.

In the academic session 2020-21, classes as well as activities were conducted very successfully online and that also very efficiently keeping the goals of education in view. In nutshell the outcome of the syllabus in all the subjects in the year 2020-21 was successfully completed online and offline (wherever directed by the University). Psychological balancing of many educational dimensions was done in the departments time to time. Counseling and guidance was also done for the motivation and emotional balance of the students. Students continued to refer their problems to their mentors especially in the unusual pandemic times. Their confusions were removed and problems were solved in their required confidential manner .

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

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year**964**

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	https://sskhannagirلسdc.ac.in/web.php?page_url=a_report

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://sskhannagirلسdc.ac.in/web.php?pageurl=feedback>

RESEARCH, INNOVATIONS AND EXTENSION**3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****11.8**

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

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

3.1.2.1 - Number of teachers recognized as research guides

16

File Description	Documents
Any additional information	View File
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**

05

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	http://ichr.ac.in/content/innerpage/research-projects.php ; https://www.ugc.ac.in/pdfnews/4665676_Start-up-Grant.pdf

3.2 - Innovation Ecosystem

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

We have established an ecosystem to support and promote research and innovation practices in the campus by motivating departments and teachers as well as students to organize seminars, conferences, workshops, and skill-based courses and to take up major and minor research projects. The major initiatives of the college in this direction are as follows:

- Establishment of SSK IIC

In the college, from the session 2020-21, under the guidelines of the Innovation Cell, Ministry of Education (MIC), Institution's Innovation Council (IIC) has been established, to systematically

foster the culture of innovation and start-up ecosystem in the college. SSK IIC's objective is to prepare the students with skills like critical thinking, Design Thinking, Innovative thought process and Entrepreneurial mindset.

- "Earn by Learn" scheme

Under this scheme, two programmes run namely, HUNAR and SWAVLAMBAN, which trains students in terracotta work (Potteries, sculptures and decorative items) and dress designing.

- Diploma in Fashion Designing

UGC approved diploma in Fashion Designing has been started in 2020-21, to help students develop their creativity and innovation. The curriculum includes an expert learning combination and practical training which enables the holistic development of the students towards fashion designing.

- Diploma in Biotechnology

To build competence and practical knowledge on recent Biotechnological challenges and Biotechnological techniques in the field of research.

- Media Centre

To provide access to basic skills like video-recording, video-editing, and other technical know-how that has now become an imperative skill in all domains of knowledge.

- Research Cell

To create awareness about responsible conduct of research, thesis, dissertation, promotion of academic integrity and prevention of misconduct including plagiarism in academic writing among student, faculty, researcher and staff.

https://sskhannagirlysdac.ac.in/pdf/Code_of_Ethics_for_Research.pdf

- IPR cell

The college values and keeps the idea of intellectual property rights at the helm of its curriculum. The students are taught to prioritise and respect originality of ideas while engaging them in basic tasks like assignment writings to promote creative thinking

and innovative ideas.

The College promotes the transfer of knowledge by including student representatives in the editorial team of College magazine "PRAMA" and provides opportunities to the students to explore and enhance their writing skills . The selected articles are published in PRAMA and quarterly NEWSLETTER.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sskhannagirlsdc.ac.in/iic/index.php?pageurl=home

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

1

File Description	Documents
Report of the event	No File Uploaded
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

8

File Description	Documents
URL to the research page on HEI website	https://sskhannagirlsdc.ac.in/pdf/Code_of_Ethics_for_Research.pdf
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	View File

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

15

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

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

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

52

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

3.4 - Extension Activities

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

The College has four NSS units, one NCC unit and Extension Committee also. They are actively involved in regular extension

activities. Other students also take part in extension activities along with NSS/NCC students. Regular special camps are conducted by NSS and NCC for the neighbourhood community students along with the registered volunteers. They undertake various activities and awareness programmes in the villages. Shramdan helps the students to develop an idea of dignity of labour and service to humanity. Various activities such as Rally, Poster presentation, Drama, special Lecture, Slogan, Quiz and Speeches are organized by our college throughout the session in order to encourage our girls to participate in various awareness programmes that enable them to be aware towards different social issues relevant to our society. Our College encourages students to take active participation in various government policies and programmes such as Pulse Polio Programme and Swachh Bharat mission. Moreover, these programmes are not only conducted to generate awareness theoretically but also help them practically to become responsible citizens of India.

File Description	Documents
Paste link for additional information	https://sskhannagirldsdc.ac.in/web.php?page_url=cs
Upload any additional information	No File Uploaded

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

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

5

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	View File

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

26

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

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

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

1781

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

3.5 - Collaboration

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

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

3

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
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

5

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.

S.S Khanna Girls' Degree College is spread over 8,509 sq m with red brick buildings amidst sprawling lawns and trees. In the college there are five faculties- Prof. Damodar Das Khanna Arts faculty, Saroj Lalji Mehrotra Science faculty, Nand Kishore Khanna Commerce faculty, Dr. Madhu Tandon Education faculty and Saroj Lalji Mehrotra Centre of Legal Studies. The Law Course in the college has a Moot Court & Library.

At present, there are 39 classrooms and 20 laboratories for all the five faculties. The college has the facility of a conference hall, common room, and health cell as well as food court. The department of Ancient History has a museum also.

There are 151 computers available for the teachers as well as students and 21 laptops exclusively for the teachers. Moreover, the college has 40 printers, 23 projectors and 14 classroom speakers with collar mike. Further, there are more than 2000 equipments/ tools / instruments/ systems, which have been placed in the various departments. Infrastructure and amenities do correspond to their respective norms.

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

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

Outdoor and Indoor games:

The College has facilities for students and staff to play Kabaddi, Kho-kho, Basketball, Volleyball, Football, Tug of war and athletics (hurdle race, relay race, 100 meter race). Indoor-Hall is equipped with indoor game facilities like table tennis, carom, chess, etc. The college has a basketball court as well as a 200 meter track. Sports Meet is conducted annually. Students are motivated to participate in inter-collegiate as well as intra-collegiate sports tournaments.

Open tournaments:

Students are officially permitted whenever they have to attend tournaments at University/State/National levels. Additional lectures are also conducted for students for such participation if they miss classes.

Yoga:

Every-year on International Yoga day a huge participation of students is observed. Yoga at our college is practiced regularly.

Cultural activities:

In the college every year various cultural programmes are organised such as Anokhi, Independence day, Freshers' party, Annual function, Staff club function, Republic day, etc. The

students of the college also participate in various cultural programmes and activities organised by other universities and colleges.

NSS:

The activities of the NSS wing of the institute is coordinated by faculty members and various activities are planned through NSS throughout the year. The programmes include conduction of awareness programmes in camps, blood donation, activities in old age homes, conducting public awareness programmes etc.

NCC:

In order to make the overall development of the cadets and make their talents nation-oriented, the training of NCC 'B' and 'C' level is being given in the college for the last 10 years.

Personality Development Programme (Under CPE Phase II of UGC):

The College provides training programme to the students in Martial Arts, which motivates them to be physically and mentally healthy.

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

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

23

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

67.9

File Description	Documents
Upload any additional information	View File
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)

Name of the ILMS software

Nature of automation (fully or partially)

Version

Year of automation

SOUL 2.0

Fully

2.0

2018

The name of the software used for the library - SOUL 2.0 from 2018. The Library is fully automated by the Soul 2.0 Software. It supports the ground level practical requirements of the libraries such as stock verification, book bank, vigorous maintenance functions, transaction level enhanced security, etc. The above mentioned items are used as a part of SOUL software. The access of the library is both computerized and manual. The software SOUL 2.0

contains details about the author's name, title and publishing house. The library also has a special facility called WEB OPAC which allows the user to search library holdings from any location with internet access (Within College Campus).

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	https://sskhannagirldsdc.ac.in/web.php?page_url=libraryrule

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	View File
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)

6.4

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

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

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

261

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

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

In the last few years the college has upgraded itself by purchasing new laptops, desktops and various other equipment and upgrading the bandwidth of wifi . The college has a BSNL internet connection of (fiber - optic cable) 4mbps speed, Greentech internet connection of (fiber - optic cable) 20mbps speed and Railwire Broadband internet connection of (fiber - optic cable) 50mbps speed. All the departments, labs and offices in the college are connected to the internet. The students of the college also get the opportunity to access the internet during their free time.

The entire campus of the college is also covered with CCTV cameras.

Every year numerous students are trained in computer skills like Tally, 'CCC' and 'O' Level. The college in collaboration with UPTEC computer consultancy makes these students computer savvy. The students also get a separate certificate of these courses from UPTEC. The student-computer ratio is 36:1 and they use the system during their free time apart from their scheduled classes.

The college has a well-equipped media center with all the appropriate facilities in which the faculty members record their lectures as per schedule.

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

4.3.2 - Number of Computers

151

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

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

60.23

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

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

College Building Committee

The Building Committee comprises a chairperson and other members which functions under the supervision of the Principal. Dr Sheo Shankar Srivastava is the chairperson of the committee and other

members of the committee are Dr. Aditya Tripathi, Dr. Sugandh Chaudhary, Dr. Sangeeta Gautam and Dr. Pramila Gupta. It creates necessary arrangements for adding new academic infrastructure in the college as per the needs of the departments/college. It also carries out the required civil works in the college such as whitewashing, constructing / renovating buildings and other repair works.

Finance/ Purchase Committee

The Chairperson of the Finance/Purchase Committee is Dr Harish Singh, and other members of the Finance committee are Dr. Sadaf Siddiqui, Dr. Neha Rai, Dr. Rashmi Singh. The members of the Purchase committee are Dr Saumya Krishna, Dr. Sumita Sahgal, Dr. Shraddha Rai and Dr. Arifa Begam. Equipments for sports and ICT, instruments and items for use in the classrooms, laboratories, library, and office are purchased after prior approval and scrutiny to ensure optimal utilization of funds allocated to the respective departments each academic year. Purchase Committee approves its expenditure based on quotes and technical quotations.

College Upkeep Committee

The College has a college upkeep committee which looks after the cleanliness and beautification of the college. The In charge of this committee is Dr. Sheo Shankar Srivastava. The college campus has been declared as No Poly-bag Zone. The College has a team of efficient and experienced gardeners to maintain the lawns and flora of the College. Planting of seasonal trees is carried out in the college regularly and the lawn is maintained on a regular basis.

Library Advisory Board

College has a Library Advisory Board which looks into the matter of maintaining and proper functioning of the library. The incharge of the Library Advisory Board is Dr. Rachna Anand Gaur. The issues concerning purchase and up-gradation of library facilities are decided in this committee. The total collection of the books in the library is approximately 29472 as on March 2021. Library provides services to the students, teachers and staff of the college. The reading room is well equipped with computers having internet facility (WiFi) serving teachers and students alike. Library also provides online repositories through subscription to DELNET, INFLIBNET, NLIST.

Computer Maintenance Committee

The college has a computer maintenance committee whose chairperson is Dr. Saumya Krishna. The committee is responsible for looking after the computer and related equipments, their maintenance, placing demands for new equipments, replacing the old and defunct items, securing a stable internet connection, and smooth functioning of the Media Centre. Whenever a demand arises for computer and related equipments, the person making the demand is required to fill up a designated format, which is first approved by the chairperson of the committee and then by the Principal, followed by the treasurer Mr. Dilip Mehrotra. The demand is then put to the Finance and Purchase committee who audits and approves of the demand.

Website Committee

The task of designing, monitoring and maintaining the college website is being performed by 'NT Softech Solutions'. Dr. Anuradha Singh is the website coordinator who manages and looks into the matter of information sharing and uploading on the college website.

Sports Committee

The sports committee is headed by Capt. Rekha Rani, and is responsible for organising sports events in the college and co-ordinating the regional, state and national level sports events. The committee looks after the maintenance of the various sports-related equipments, and also raises demand for other equipments as and when required. These demands are made through the principal after whose approval the purchase and finance committee audits and approves the purchase.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sskhannagirlysdac.ac.in/web.php?pageurl=committee

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

1100

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

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

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

220

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

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

994

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

994

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	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

31

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

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

5.2.2.1 - Number of outgoing student progression to higher education

82

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

4

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

5.3 - Student Participation and Activities

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

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

0

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

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

S.S. Khanna Girls' Degree College has a very structured and constitutionally elected Student council as per Lyngdoh committee recommendations. The student association has elected office

bearers comprising a president, vice president, secretary, joint secretary and student representatives from each class. The Student Association is guided by Proctorial board and the Principal of the college. The college has constituted various committees and student representatives are appointed in the same committees to provide a platform for participation of students in Intra-collegiate as well as inter-collegiate events under the Students' Association. Details of student's participation is as follows:

- **Students' Council:** Student representatives of this committee bring the common problems of students to the notice of authorities and get them resolved. Student representatives organize various co-curricular, extra-curricular activities and alumni meet annually.
- **Internal Quality Assurance Cell:** President of student council is the member of IQAC. The IQAC of the college publishes Newsletter, Wall magazine to display student's poem, drawing, sketches, articles etc.
- Students' representative are also part of college development committees like Campus upkeep Committee, Cultural Committee/ Annual Function Committee, Cycle stand Canteen, Eco Club, Printing Publication, Sports Games Committee, Student Welfare Committee, Women Cell Organization, Anti-ragging committee: Representative students help in creating ragging awareness among students.
- **Grievance Redressal Committee:** Grievances of students related to academics, examination, issue of documents, identity cards and library cards etc. are conveyed by representative student to the authority and necessary action is taken.
- The college has a semi-structured calendar for Student events within the annual cycle. These events are led by the students and conceptualized in consultation with faculty members. The Annual function titled "Udita" is held every year in November / December and over the years students have achieved excellence in their performance.
- The college publishes its Annual Magazine - "Prama" with the help of an Editorial Team comprising of student and faculty members.

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

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

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

07

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

5.4 - Alumni Engagement

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

The college has an active alumni association. The College Alumni Association is an integral continuation of the relationship of the students with their alma mater. Alumni Association is an active body with many alumnae as its members. The main contributions are:

- It has a very active calendar of activities through which it connects not only with the college activities but also brings under its fold the alumni for various projects and events.
- It organizes various educational and entertainment programmes.
- All former faculty members and Alumni are invited on all formal functions of the college.
- An alumni meet is organised every year (this year on virtual platform). An annual event is the welcome party organized by alumni for induction of the outgoing batch into the association. The association also participates in the college festival and invites alumnae to showcase their expertise.
- College also has a facebook page connecting their alumni.
- Alumni members have been providing financial support to the

college by instituting scholarships, building of infrastructure like (book donation) and instituting lectures and public events.

- Some alumni help us in following works/tasks: Hosting of events, Providing coaching for sports, Extension activities, NSS programmes, College magazine.
- Due to covid pandemic alumni has been actively connected with their juniors through virtual platform.

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

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

File Description	Documents
Upload any additional information	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

The college was established with the aim of exclusively catering to the needs of women students belonging to diverse socio-economic backgrounds and cultivating moral, intellectual, spiritual, social, emotional and all round development of its students. Aligning with its vision, the college practices participative management processes in the governance mechanism by the confluent approach of Management, Principal and Faculty, who develop and implement quality perspective plans that uphold the core values of the college. The head of the Institution aided by the staff council, committees ensures smooth functioning of work. Departmental/Committee meetings are held regularly to discuss and execute important decisions regarding academic and co-curricular activities of the college giving academics equal weightage as social outreach programmes. Teachers play a major role in decision-making, and various committees like Governing Body, IQAC, UGC, examination, admission etc. have representatives from teaching staff as chairpersons as well as members. Decision-making ensures

total participation of all the faculty members and the concerned stakeholders. The vision and mission of the college well enunciates the path that the college takes in its decision-making keeping the service to the women from disadvantaged and marginalised sections of the society at the helm of its affairs.

File Description	Documents
Paste link for additional information	https://sskhannagirldsdc.ac.in/web.php?page_url=mission
Upload any additional information	No File Uploaded

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

Case study

The Madhu Tandon B.Ed Faculty is self-financed, has its Students Council and is governed by a Board of Directors. The members of the Students Council are elected by the students themselves. (Due to Covid the existing Student Council was given an extension for the current session). The Board of Directors comprises representative members from the management fraternity, Principal of the college, coordinator of B.Ed faculty, teacher representatives, and members of the teaching faculty.

The student council of the B.Ed faculty makes certain demands on behalf of the students from time to time, which are then ratified in the meeting of the Board of Directors, which is responsible for the approval of all significant decisions related to the B.Ed Faculty.

In February 2021, the student council of B.Ed made a demand for a number of books as per their requirement in the meeting with the faculty members on 12.02.2021. The demand was accepted and a separate amount was allocated in the proposed budget for the books demanded which was then placed in the meeting of the Board of Directors held on 08.04.2021 and was approved

File Description	Documents
Paste link for additional information	https://sskhannagirldsdc.ac.in/web.php?page_url=bod
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Activity Successfully implemented on the basis of strategic plan:

The approval for the establishment of a Faculty of Law in the college was received from the Bar Council of India, reflected in the minutes of the meeting of the Governing Body on 13.07.2019.

After the approval received from the University of Allahabad on 10.07.2018, the college in furthering the vision of the establishment of a Faculty of Law and as per the requirements of Bar Council of India, Rules of Legal Education, No. 16, "Conditions for a University to affiliate a Centre of Legal Education" that mandates a university to have necessary infrastructure to support Legal Education, another meeting was held on 16.02.2019. In that meeting it was resolved that a library (in addition to other infrastructural facilities) would be built exclusively devoted to the Faculty of Law.

The work for the aforementioned library began in early 2020, and inspite of some hiccups caused by the Covid pandemic, the library was ready by November 2020. The decision to shift the library to the newly constructed space was taken in the meeting of the Governing Body held on 07.11.2020.

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

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

S.S. Khanna Girls' Degree College (A constituent college of the University of Allahabad) is maintained by the Saraswat Khatri Pathshala Society, subject to sub-clause (f) of clause 3 of University Ordinance. The governing body is constituted in accordance with the provisions of sub-clause (a) of clause 5. The Principal, as Secretary of the Governing body and head of institution, assisted by Coordinators, Conveners and committee chairpersons, provides direction and leadership to the entire system. The ministerial staff assisted by supporting staff manages financial and establishment related matters, while Librarian and supporting staff tend to the library. The Sar-La education Trust, Mumbai, funds and has a joint managing committee for the Science and Law faculties. B. Ed. Faculty is governed by its board of directors. All academic and administrative committees have been constituted as per the academic and administrative plans of the college. College has its own grievance redressal mechanism system. Grievances of faculty members are resolved by Principal and Management, of non-teaching staff by grievance redressal cell, and of students by Proctorial board, Anti ragging cell, Vishakha committee etc. Service Rules (Pg 199-213), Procedures (Pg 122-156), Recruitment (Pg 168-184) and Promotional Policies (Pg 247-254) of the college are as per the University Ordinance.

File Description	Documents
Paste link for additional information	http://sskhannagiralsdc.ac.in/web.php?pageurl=committee
Link to Organogram of the institution webpage	https://sskhannagiralsdc.ac.in/web.php?pageurl=organ
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

C. Any 2 of the above

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

6.3 - Faculty Empowerment Strategies

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

According to the University of Allahabad norms the following facilities are available to all permanent teaching and non-teaching staff.

- Medical Re-imburement through which the staff can avail health benefits and direct hospital payment facility and all other provisions as approved by University of Allahabad/UGC.
- Faculty appointments prior to 2004 are eligible for pension benefits on retirement. Faculty appointed after 2004 is covered under New Pension Scheme. GPF, gratuity and leave encashment are availed by retiring faculty as per University norms.
- Tuition fee is reimbursed up to 27000 rupees per child per year for first two children.
- Leave to teaching and non-teaching staff are given as per the guidelines of the University of Allahabad and UGC.
- PF loans are sanctioned as per GOI rules.
- LTC/hometown is availed as per GOI rules.

All teaching and non-teaching staff working under self-finance scheme are availed following facilities

- Festive bonus is given to all teaching and non-teaching staff by the college management every year.
- The college has a provision of salary enhancement every year.
- During the admissions, eligible students are permitted for fee payment in installments.

- **Employees within the norms are covered by EPF.**

Non-teaching class IV employees are provided with college uniforms free of cost.

File Description	Documents
Paste link for additional information	Nil
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

12

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

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

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

1

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

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

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

47

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	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

The performance appraisal system of teaching staff is under the guidelines of University of Allahabad. All teachers fill Self-Assessment Proforma every year. One copy of the Appraisal form is sent to the university and other is maintained as record. The

annual report is sent to the University in the provided format. The teachers also maintain their records of teaching, examination, college work, research and projects. The IQAC collects self-appraisal forms from full time self-finance teachers also. After reviewing the performance of all teachers, IQAC suggests them about various quality upgradation steps. The proforma used for self-assessment of permanent and self-finance teachers is given in the additional information.

The college collects self-appraisal forms from the non-teaching staff also and their promotion is done on the basis of their performance and professional development.

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

The college has well qualified practicing Chartered Accountants as internal and external auditors who audit the accounts of the college. The internal audit is done every trimester by Mr. Vinayak Tandon and associates. The inspection of the accounts from Science, Arts, Commerce B. Ed and Law. faculties is accomplished by checking vouchers, bank accounts and other documents. After the audit, the report is sent to the management for review, and if any objection is reported it is resolved in next trimester.

Apart from that, there is an external auditor for overall checking of accounts and balance sheets of the college. At the end of the session the balance sheets of the whole session are checked by Mr. S.K. Kakkar and Co., and the report is submitted to the society. Last audit for this financial year (2020-2021) was done on 13th July, 2021 and till date no unfavorable remark on the accounts of the institution has been reported. The college has consultants to give opinion on taxation and legal issues and files income tax return every year within the stipulated time.

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)

16.6

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

Mobilization policy and procedures:

The college sends proposals for additional grants to the University Grants Commission (UGC) under various schemes such as Lab upgradation schemes, environment awareness programmes, routine Government and UGC grants. The institution has been able to secure additional funding from various agencies like DBT, CPE, etc. After receiving the grant, it goes through various processes involving the Principal who is the Chief Disbursing Officer, the Bursar, the Finance Committee, the Purchase Committee and the college office before it is finally disbursed to the concerned person or the respective department(s). Apart from the funds received from government agencies, the college also receives funds from generous donors which is used for providing scholarship to students and running of self-finance courses.

Strategies for mobilization and procedures of funds: The college has different strategies for Teachers, Students and Non-Teaching Staff.

For Teachers: -

- 1.Funds for personal projects.
- 2.Workshops, Seminars, Lectures of resource persons for their skill development
- 3.Computer training
- 4.Dr.V.S. Bhatnagar fund for retired teachers.
- 5.Free laptop and Computers for teaching and learning.
- 6.DELNET Services.

For Students: -

1. Scholarships for students
- 2.Fee refund facilities for poor background students.
3. Admission fee waived off for students who have lost their parents due to Covid.
- 3.Free three months course for Personality Development and Self-defense training programme.
- 4.Free skill Development Program.
- 5.Free Educational tour.
- 6.Canteen facilities.
- 7.Computer Lab and Computer training program.

For Non-Teaching Staff: -

1. Free Computer training program.
- 2.Free education for their children.
- 3.Bonus every year for self-financing Staff.
- 4.Free Uniform for all Class-IV Staff.

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

6.5 - Internal Quality Assurance System

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

- Summer Coaching

The summer coaching programme began in the year 2015 when the college decided to run a summer coaching programme, free of cost, open to girl students in Prayagraj and surrounding areas. Aligning with the requirements of a highly competitive job environment, the summer coaching provides a path to the empowerment of women by attempting to translate their education into employment. This free of cost coaching programme, stands testimony to the fulfilment of the purpose that the college was designed to serve; to uplift the women belonging to the marginalised sections of the society. The programme covers topics ranging from General English, General Awareness, General Awareness (Finance and Economics), Quantitative Aptitude, Statistics, Hindi, General Intelligence and Reasoning, Teaching Methodology and pedagogy, Child Development, Environmental Studies etc. meant to assist students in such exams as UPSC, UPPCS, SSC-CGL, Railway NTPC, NET/JRF, UP-TET, C-TET, PG Entrance Exams (M. A, M.Sc, MBA, M.Com), B.Ed Entrance Exams and the like. This year the program was conducted on online mode.

- Publication of Newsletter

From 2016, the college has started the practice of issuing newsletter. IQAC has started this initiative to provide a link for dissemination of information regarding the college. 4 issues of newsletter are released every year. Unfortunately, due to Covid pandemic situation in the session 2020-21 only two issues of newsletter could be possible. It not only covers the information of events organized in the institution but also provides a platform for creative writing. It contains articles written by students and faculty members. Students are provided with an opportunity to express their views through this platform. It also acts as a source of inspiration and motivation to students as it highlights their achievements.

- **Home Examination**

At undergraduate level, final annual examinations are conducted by the University of Allahabad. To make the students aware of the examination pattern, the college conducts home examination. It provides an opportunity to the students as a mock exam of the final examination as it is conducted on the same pattern. After the evaluation of answer scripts, results are analyzed and faculty members discuss the problems with the students. They highlight the major shortcomings witnessed in the performance of students and interact with the individual students for depicting their strengths and weaknesses and suggest how to improve the performance. Thus, it acts as an effective platform for students to understand their shortcomings and improving their performance by not repeating the mistakes in final exams. This year it was conducted on online mode.

- **Mentor Mentee System**

For relieving academic stress of the students, mentor-mentee system is operational in the college. Under this system, some faculty members have been made mentors and a certain number of students have been assigned to them especially on the basis of their subject specialization. Students can contact them and discuss their problems regarding academic issues. Mentors provide suggestions and try to resolve the issues so that their stress can be relieved.

- **Organization of National/International Seminars/Conferences**

Organized 03 International e-conference/Webinars; 01 International Online Lecture Series; 19 National Webinars and 19 National Online Quizzes.

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

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

- **As per the suggestion of IQAC, One Week Faculty Development**

Program on "E-Content Development & Learning Management System" was organized by College in collaboration with Guru Angad Dev Teaching Learning Centre of MHRD (PMMMNMTT) from August 22-28,2020 in order to ensure smooth running of teaching-learning process in online mode.

- Diploma in Fashion Designing and MA in Urdu and Medieval History have also been started from session 2020-21.
- Due to pandemic there has been limited incremental improvement in various activities.

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

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://sskhannagirldc.ac.in/web.php?page_url=a_report
Upload e-copies of the accreditations and certifications	No File Uploaded
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

Gender Equity Initiatives :

The College is solely a women's institution with students coming from diverse family backgrounds including those belonging to the deprived sections of society. Some of the girls still face discriminatory behaviour at home and also encounter traditional outlook when it comes to career building. The institution makes varied efforts in spreading gender sensitivity and awareness among the girls in order to help them rise above gender inequality and discriminatory practices, both in and outside the campus. The initiatives undertaken by the College are:

Safety and Security

- At the commencement of each new session, an identity card is issued individually to each student defining their bonafide status both within and outside the campus. Only bonafide student carrying her ID card is allowed entry into the campus. A Meet by the Proctorial Board is held as soon as soon as new admissions close. It is mandatory for students across all the faculties to attend as in the Meet the board defines the rules of the College and the code of conduct that governs student behavior.
- A CCTV Surveillance System is installed in the Campus that monitors the security of the students.
- During the Session, one day training program is organized in which personnel from the adjoining Police thana, both male and female cops visit the institution and talk to students on issues pertaining to personal safety and motivate them to report the problem.
- Students with irregular attendance are identified and the parents are informed about the same and in some cases often called in the College to meet the Principal and the concerned teachers.
- The Women Cell of the College organizes workshops and training programs to create awareness about the legal issues pertaining to gender discrimination and disparities. It also organizes a cultural program so as to provide opportunity to the students to showcase their hidden talents and realize one's potential.
- At the Departmental level, inter-institutional activities are organized in the Campus wherein participation of both boys and girls of other Colleges is allowed with the objective of giving opportunity to our girl students to equally participate in the event, vociferate their views and

become aware of gender issues.

Counselling

The Institution has a Counsellor who conducts counseling sessions with students of different faculties at the group level. Personal counseling is done on the basis of need of the student.

Counseling is done at the departmental level also. The Subject teachers conduct classes in which they make the students aware of the career options available to them after completion of the program.

The Counseling activity is taken care of by forming the mentor-mentee groups i.e students are divided in groups and each group is mentored by the teaching faculty in the department with reference to their academic, career prospects and personal problems.

WELLNESS CENTER

In order to subdue stress, infuse confidence and ensure positive interactions the College has established a Wellness Centre. Being well means honoring individuality, building confidence and continuously developing new ways to tap into what motivates you, what provides purpose and what keeps you actively engaged in life. It is an essential factor in encouraging students to lead a rewarding and a purposeful life. Wellness centers are usually looked after by counselors who provide emotional, academic and psychological assistance to students.

Aims and Objectives of Wellness Center

Counseling is a collaborative effort between the counselor and the students in which the counselor helps the students in identifying goals and in providing potential solutions to problems which causes emotional turmoil in them. The counselor seeks to improve communication and coping skills of students thereby strengthening their self-esteem and ensuring an optimal health. In a counseling relationship, the counselor

- Assists the students to understand and accept themselves, thereby making it possible for them to express and develop an awareness of her own ideas, feelings, values and academic needs.

- Suggesting career building options to students, as required by them based upon their plans, choices or problems. It further aims to develop in students a greater ability to cope with and solve problems and increase their competence of decision making

Counseling Session for the year 2020-21

Apart from the face to face counseling which is provided to the students almost on a daily basis or as per the requirement of the student, the institution also has held various online and offline counseling sessions covering all the departments of the Institution.

Number of Online sessions taken: 14

Number of Offline sessions taken: 10

Common Rooms

Common Room exists for students of all faculties. The students can sit, discuss and interact with each other freely. It also serves as a space for interaction between seniors and juniors amongst girls from different faculty.

Day Care Centre for young children-

Day care facility is extended for taking care of young/small children of the faculty members by the institution. Day- Care In charge supervises all the activities in the centre. The centre is equipped with toys, books and a first-aid kit.

Any other relevant information -

- Medical facility has been provided to the students by the institution. Health cell is instituted to take care of their health issues. Dr. Vandana Raj Gupta B.H.M.S. General Physician has been also been appointed to look -after the medical care of the students as well as the Faculty members. Regular health check-up is taken care of under the supervision of the Health cell. Lectures, workshops and health camps have also been organized by the NSS units of the college.
- Initiative for single girl child promotion is also conducted by the institution by providing scholarship to those students who are in this category of single girl child.

File Description	Documents
Annual gender sensitization action plan	https://drive.google.com/file/d/1wwV9mA4VfK2hf2M_iVu7KiWflsIYFZ13/view?usp=sharing
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://drive.google.com/file/d/1OgvS-3hPpj_Vvhh2VWXvLmnfNw4RChYI/view?usp=sharing

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	No File Uploaded

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

SOLID WASTE MANAGEMENT

All lab generated waste cannot be thrown in the regular garbage and in order to ensure proper waste disposal, the wastes are segregated according to their nature. The glass waste is separately dumped into bins which is finally disposed off. Finally the collected glass waste is transferred into the clear bag, tied or taped, closed and collected for final disposal. All the metal waste such as sharp items such as blade, needle, and wire are not disposed of as regular garbage as these may cause injury. The metal wastes are kept separately and finally given for recycling. Glass waste is stored safely in a robust container that is labelled specifically for glass waste, ready for ease of recycling. Solid biological waste, e.g., plastic pipettes, tissue culture flasks, and cotton plug, is typically deactivated by autoclaving in various steps.

LIQUID WASTE MANAGEMENT

The regularly used non-hazardous chemicals such as certain salts (e.g., potassium chloride and sodium carbonate), many natural products (e.g., sugars and amino acids) are safe to dispose down the drain. Liquid wastes, e.g., culture media and their components, are deactivated either by autoclaving or chemical disinfection. Most liquid wastes are deactivated with bleach. Finally the reagent which is used for disinfectant are pour down a sink drain connected to the campus sewage system and flush the plumbing with an excess of water. A compost pit has been built in the Botanical garden for recycling of biodegradable wastes by burying biodegradable wastes. The biodegradable wastes are degraded by the action of small organisms like bacteria and fungi into valuable nutrients for our plants.

E-WASTE MANAGEMENT: The e-waste is collected from college and supplied to an E-Waste Recycler, given back to the Electronic Company under an exchange policy wherein discount on new purchase is earned. Recycling bins for e-waste has also been separately installed.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus 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	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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

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

E. None of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and

A. Any 4 or all of the above

**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**

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

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

The Institution provides an inclusive environment by conducting multifarious activities devoted to tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities. Important days like Women's Day, Yoga Day, National Unity Day, Republic Day, Independence Day, Voters Day are celebrated in the College. NSS wing of the college also organizes several activities that promote harmonious culture. In the session 2020-21 a webinar on Women's Safety and Security was organized on 22nd October 2020, in collaboration with Ministry of Youth Affairs and Sports, Government of India and NSS Cell Higher Education of India. Keeping in view the objective of Mission Shakti of U.P. Government the webinar aimed at a healthy discussion towards the empowerment of women. Mr. Kavindra Pratap Singh IG, Prayagraj (Range), Dr. Ashok Shroti Regional Director, NSS, Lucknow, Dr. Anshumali Sharma, State NSS Officer, Dr. Manju Singh NSS Coordinator, University of Allahabad, Prof. Anita Gopesh, Ex Head, Department of Zoology, University of Allahabad and Ms. Nida Zaidi Additional Civil Judge, Jr. Division Pratapgarh, were invited as the Guest speakers to exhibit their views on the subject.

A Webinar on Humanities in Crisis was organized by the Dept. of English on 4th August 2020 to emphasize upon the opinion that humanistic intellectuals with a practical mission and moral

purpose can be an asset to society. Dr. Rahul K. Gairola from Australia and Dr. Patrycja Austin graced the academic event with their deliberation.

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

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

1. To revive the true spirit of the National law day also known as Constitutional day and to assimilate more understanding of it, students of S.S. Khanna Girls' Degree College organized the one day national event 'Vidisha' on 26 November 2020 having events like essay writing competition, photography competition, elocution, P.P.T competition and a webinar in which the students took active participation with great zeal and enthusiasm.

2. NSS Wing (Unit 56, Unit 57, Unit 58, and Unit 59) of S.S. Khanna Girls' Degree College observed National Constitution Day or Samvidhaan Divas on 26.11.2020. This day is celebrated to commemorate the adoption of the Constitution of India. On this occasion a pledge was the NSS Wing organised an online quiz. The event had participation of volunteers from Unit 56, Unit 57, Unit 58, and Unit 59 in large numbers. The NSS wing also took National Constitution Day Pledge.

3. Helping hands-Community Service provided by the college.

<http://sskhannagirlsdc.ac.in/web.php?pageurl=cs>

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://drive.google.com/file/d/17F_UEr_vq-YsIwBG2rvfo9qvfQ28Wi99/view?usp=sharing
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

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

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

Celebration of National and International Commemorative Days, Events and Festivals 2020-21

S.N.

Date

Event

1

5th September, 2020

Teachers' Day

2

15th October, 2020

Global Hand Hygiene Day

3

31st October, 2020

National Unity Day

4

11th November, 2020

National Education Day

5

26th Nov 2020

National Constitution Day

6

12th January, 2021

National Youth Day

7

23rd January, 2021

Parakram Diwas

8

24th January, 2021

National Girl Child Day

9

25th January, 2021

National Voters Day

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 I

1. Title of the Practice

Summer Coaching for competitive examinations

2. Objectives of the Practice

The objective is to make girl students aware of the career options available to them after graduating, to develop career orientation in them, to train them in skills and develop the potential to succeed in Competitive examinations and to develop the personality of the student. Another objective is to make summer vacation an opportunity for learning and all-round personality development. The free summer coaching facility extends to girl students of the College and also students studying in other Institutions

3.The Context

The girl student were lacking the confidence and the skills to take up various competitive examination due to the inability to join coaching institutes as it would mean extra strain on financial resources. In view of the same the institution took up the onus of providing free coaching during the summer

vacations. The challenge was to find the faculty that would give time to these students and train them according to their needs. The teachers of the Institution who were staying in the city during the vacations consented to take up classes and the classes are being held as per a schedule prepared before the commencement of the coaching.

4.The Practice

The summer coaching programme began in the year 2015 when the college decided to run a summer coaching programme, free of cost, open to girl students in Prayagraj and surrounding areas. Aligning with the requirements of a highly competitive job environment, the summer coaching provides a path to the empowerment of women by attempting to translate their education into employment. This free of cost coaching programme, stands testimony to the fulfilment of the purpose that the college was designed to serve; to uplift the women belonging to the marginalized sections of the society. Amidst a cut throat competitive environment, a clamor for success, and the increased financial demands of the coaching centres with a surge in demand for educational assistance, the college has taken steps to fulfil the educational needs of those students who would otherwise have been left out of this guidance due to financial constraints.

The programme covers topics ranging from General English, General Awareness, General Awareness (Finance and Economics), Quantitative Aptitude, Statistics, Hindi, General Intelligence and Reasoning, Teaching Methodology and pedagogy, Child Development, Environmental Studies etc. meant to assist students in such exams as UPSC, UPPCS, SSC-CGL, Railway NTPC, NET/JRF, UP-TET, C-TET, PG Entrance Exams (M.A, M. Sc, MBA, M.Com), B. Ed Entrance Exams and the like. The teachers of the college play a major role in this initiative by providing their valuable assistance in disseminating knowledge and expertise on the specialized topics being covered in the programme. The course content is reviewed every year for any change that might be necessary to suit the need of the competitive exams in the contemporary period.

5. Evidence of Success

In the session, 2020-21 a month-long free online summer coaching programme was inaugurated on 01.06.2021. The programme continued till the 30th of June, 2021 and covered all important topics

requisite for the above-mentioned examinations. The programme received an overwhelming response with 845 registrations and was conducted in the online mode through Google Meet and Google Classroom. And for more communication and discussion we created a Telegram Group. 53 teachers of the college contributed to this programme. At the end of the coaching a quiz was conducted and certificates were issued to the students who scored 40% or more marks. Apart from this, the students who attended the summer coaching during the session 2019-20, achieved success in various examinations and brought laurels to the institution.

6. Problems encountered and Resources Required

Some of the students attending the Classes and benefitting from it do not report their success in any competitive job- oriented examination. It becomes difficult to access the rate of success accurately.

Best Practice II

1. Title of the Practice

Donations for Free ship scheme, Fee Waiver Scheme and Scholarships

2. Objectives of the Practice

The College Management and faculty members have nurtured a dream to impart free education to its girl students both at the undergraduate and post graduate levels and empower them in order to mitigate the gender inequality prevailing in the society. In fostering the academic growth and all round development of the girl students the Institution has instituted scholarships, fee waivers and freeship schemes besides the schemes offered by the government. The objective is to waive or reimburse the fee deposited by girl students who are needy as well as meritorious. The scheme takes care of the educational needs of girl students both at the undergraduate and postgraduate levels.

3.The Context

Once the donations are received and funds generated, the next step is the disbursement of scholarships or granting of fee waivers or free ship schemes. Institution of scholarship, its amount, the decision on the faculty/stream and subject in which it would be given and setting up of eligibility conditions for application by students, the identification, selection and verification of genuine applicants are the challenging issues faced in the implementation of the practice

4. The Practice

To realize this aim the Saraswat Khattri Pathshala Society- the founding body of the College, has generated a Corpus Fund wherein monetary donations from its members, faculty members both serving and retired and other able citizenry, are deposited and invested in fixed deposits. The income generated from interest earned on the fixed amount is utilized for disbursement of scholarships and free ships and grant of fee waivers among girl students both at the undergraduate and postgraduate levels. The facility is extended to needy, meritorious and differently abled students in consonance with the Mission of the College of raising the level of education of girls belonging to the lower and middle sections of the society as well as the minority class so as to help them realize their goals, become self-reliant, economically independent and carve a niche for themselves in the society.

The distinctiveness which the institution has attained on this count can be assessed by the growing amount of monetary contributions being made by members of the Management, Faculty Members and other philanthropists from the Community each succeeding year. Consequently, this facility has enabled many girl students to pursue further higher studies or take up a career of one's choice.

Once the scholarship amounts are received the notice inviting application from students is put up on the College notice board. After the receipt of applications the deserving students

are identified and called for an interview before the Scholarship Committee. The Committee decides upon the list of selected students on the basis of their regular attendance in the course they are pursuing, their merit and the genuineness of their need as well. Finally the list of selected students is notified on the Notice board and students are telephonically informed in person. The scholarship amount is disbursed through cheques. The meritorious students are given the scholarships in the Annual Function of the College to spread the message among larger students about this facility and motivate them to continue making efforts in the academic field even if they face economic challenges in the home. The Institution will provide the financial support for their educational needs. Even the Prospectus of the College for each new academic section mentions in detail about the scholarships and fee waiver schemes.

5. Evidence of Success

Each year the list of Voluntary Donors besides the members of the SKP Society is increasing and the increasing donation amounts reverberate the urge to encourage women education irrespective of the financial background they come from.

6. Problems Encountered and Resources Required The entire process right from notification inviting applications to final selection takes much time and the students get the amount at the end of the session, much beyond the time of requirement. Due to the pandemic the disbursement of scholarship got delayed.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

Stronger Together Campaign

(We put our hands together to help, amid the outburst of pain.

So the ride goes on
....On this road called Life.)

The Covid-19 pandemic is considered as the most crucial health calamity of the century and the greatest challenge that the humanity faced since the second world war. In the year 2019, in the month of December, an infectious disease named COVID-19 emerged and grasped the human race across the globe. This disease is caused by SARS-COV-2 virus that affects the respiratory system of human body. Many people infected with the virus experienced some respiratory problem and recovered after the moderate treatment. However, some patients fell seriously ill and needed proper medical attention. In spite of all precautions like use of masks, sanitizers and nationwide lockdown we had to go through a tough phase and all efforts seemed to be in vain. In fact, there was a time when huge crowd of suffering people could be seen in the hospitals, in search of beds and oxygen cylinders. Some sacrificed their precious lives on the altar of the pandemic and some got separated from their loved ones in this chaotic state. Horrible picture of death and devastation distorted our minds completely. We felt so helpless. Indeed, the pandemic has led to a dramatic loss of human life worldwide and presented an unprecedented challenge to public health, food system and the world of work.

However, the catastrophic situation caused by Corona made us realize the significance of food, health and human life. A different face of humanity emerged before us. Social workers and some other institutions came ahead with the objective to assist the deprived ones. We also felt the need to raise our hands and help the people during this tough period. We believe that unity is strength and by standing together we can form a strong and powerful society. In view of this Saraswat Khatri Path Shala Society and S.S. Khanna Girls' Degree College, Prayagraj started a campaign entitled Stronger Together on 4th May 2021 and took a commendable initiative to provide food and medicine to the patients affected by covid-19. Requisite things like food and medicines were delivered to the families where everyone was afflicted with Corona and none was there to cook their meals and provide medicines to them.

The whole programme was conducted in a very adequate manner. First of all, a committee was formed and information regarding this

campaign was published in the Newspaper that the people facing difficulty in home isolation could place order for food and medicines by sharing the covid positive report on any of the circulated whatsapp numbers. They needed to contact at given numbers between 8:00 to 9:00 am by mentioning their personal details like names and address. In the beginning this facility was implemented in the areas of Phaphamau, Lukarganj, Civil Lines, Khuldabad, Meerapur, Kalyanidevi and Kareli. Gradually, Tagore Town, George Town, Colonel Ganj, Alan Ganj, Mutthi Ganj, Kydganj, Baluaghat, Gaughat, Katghar, Mamfordganj and Teliarganj were also included in this list. As soon as the people became aware of the scheme they contacted the team members and received the necessary aid. Several people were benefitted with this practice and appreciated the positive approach of the institution.

The objective of Stronger Together campaign was not only to support the families of Covid patients but also to help those who participated in war against Corona i.e. the Corona Warriors like ambulance drivers and ward boys. They were also given food by the institution. The college provided all necessary help and services to the vulnerable section of society during the time of crisis. Essential things like Dry Ration (daal chawal, atta and cooking oil etc.) and personal care material to orphanages, old age homes and street vendors were also provided.

The Stronger Together campaign has been run successfully under the plausible supervision of the Principal Prof. Lalima Singh. The reputed News Paper Dainik Jagaran has honoured her as the Corona Warrior on 25th August 2021 for her special contribution during Covid times. The eminent academicians and other team members of the Stronger together are- Dr. Ritu Jaiswal, Dr. Nishi Seth, Dr. Akhlakur Rahman, Dr. Shiv Shankar Shukla, Dr. Durgesh Singh and Dr. Vaibhav Agrawal. The whole team worked together in order to serve the victims to this cruel disease. The campaign - Stronger Together is firmly based on the objective to support those who are need. The process has begun. In future also, whenever the need arises, the institution with all the committed members is always there to fulfil the responsibility towards the community. We believe as in the words of Helen Keller- "Alone we can do so little; together, we can do so much."

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

Effective curriculum delivery through a well-planned and documented process:

Our Institute is a constituent college of University of Allahabad (AU) and therefore follows the University/NCTE/BCI syllabus and academic calendar for admissions, registration, examinations, etc. The Academic Calendar of College, formulated by the Principal with the help of concerned committee, is notified to the Convener and faculty of departments. Accordingly teaching plan is prepared before the commencement of semester/session and the same is informed to the students through departmental timetable. External experts for enrichment of students are invited from time to time. Review meeting by Convener with faculty members is held in regular intervals to monitor syllabus coverage, minimum attendance of students required for appearing in final exam, etc. At session/semester end, university examinations are conducted by Examination Cell of college and evaluation of answer sheet and declaration of final result is done by AU once internal assessment marks are sent by the institute. At session/semester end, students' feedback, collected on predefined parameters, is reviewed by Principal along with H.O.Ds./Conveners. Any shortfall/improvements required are suggested by IQAC and resolved by respective committee in the meetings held for planning in advance for the execution of the courses at the commencement of session/semester.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://sskhannagirldsdc.ac.in/pdf/Prospectus_2020-21.pdf

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

The college follows the modalities of conducting the Continuous Internal Evaluation in CBCS Courses as prescribed by the University of Allahabad at PG level and at UG level college has a strong mechanism for CIE as per their curriculum. Taking home examination is compulsory for UG classes. An examination committee has been formed with the task of conducting the different examinations for CBCS, based on the norms set by examination committee, conveners decide the dates for Test 1 (T1), Mid-term Test and Test 2 (T2) and other academic activities. Each session of CIE is followed by remedial and doubt removal sessions, parent-teacher meeting and counseling. Regular staff meetings are conducted on the college level as well as on the departmental level to ensure adherence to the schedule. The Internal evaluation process in B.A.LLB (Hons.) in each subject/paper carries a total of 40 marks per semester, divided into different components. i.e. internal assessment (20 marks) , project work (10 marks), presentation (5 marks) and attendance (5 marks);spread over the entire semester. Within 10 days papers are discussed with the students for better understanding of how to approach the question properly in case their expectations are not met with by the evaluator. The CIE pattern is as follows:

- The time-table for each internal assessment is prepared with teaching plan well in advance.
- Teachers are given ample time to set the question paper as per the university norms.
- Answer scripts are corrected within a week.

Apart from tests and written examinations, students are also given opportunities to think, examine various aspects of a problem that will boost the teaching and learning process within the stipulated time in each session. Students are also assessed on the basis of seminars, assignments, etc.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://sskhannagirlsdc.ac.in/pdf/Academic_Calendar_2020-21.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of

C. Any 2 of the above

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

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

13

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)

01

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

236

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

Various cross-cutting issues such as gender equity and sensitization, environmental awareness, human values and professional ethics are integrated through the curriculum of our parent University i.e. University of Allahabad. Currently five faculties are running in our college - Arts, Science, Commerce, Law and Teacher Education. Thus, different aspects of cross-cutting issues are well covered in subjects taught under various faculties. For instance, papers like Ecology and Environmental Sciences in B.Sc. Zoology, Business Environment and Human Resource Management in B.Com, Environmental Education in M.A. Education, Social Problem in India in B.A. Sociology, Personality Development & Yoga in B.Ed. and Family Law, International Human Rights, Environmental Law, Professional Ethics in B.A. LLB, etc. emphasizes on above mentioned cross-cutting issues. A comprehensive list of all such papers covering cross-cutting issues are attached herewith.

Having recognized the importance of environmental sustainability, the college also runs a three month certificate course in Environmental Awareness (CCEA) under CPE Phase II, UGC. Apart from the curriculum, the college also takes

deliberate efforts to focus on above mentioned cross-cutting issues by organizing workshops, seminars, special lectures, Quizzes, etc. There are also some specific cells and committees in the college specially dedicated towards such issues like 'Women cell' for addressing gender issues, 'Eco Club' for environmental relate issues, Extension Committee, etc. A comprehensive list of all such programs organized by various cells, committees and departments of the college are given in additional information.

File Description	Documents
Any additional information	View File
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

5

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

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

238

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://sskhannagirlsdc.ac.in/feedback/CurriculumFeedbackReport_20-21.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://sskhannagirlsdc.ac.in/feedback/CurriculumFeedbackReport_20-21.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

1317	
File Description	Documents
Any additional information	View File
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	
590	
File Description	Documents
Any additional information	View File
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	
<p>The Institution takes every measure possible to understand the needs and requirements of the students before the commencement of the teaching programme. Students are counselled at the time of admission and an orientation session is organized, in which students are familiarised with the course, mode of internal assessment as well as facilities available in the college. Students with good cocurricular skills are identified by various committees and are nurtured to hone their talents. Teachers before beginning their classroom teaching, informally try to gauge the potential of the students, their knowledge about the course, and thier comfort with Hindi/English language as a medium of instruction.</p> <p>On the basis of performance in classroom learning, previous results and class tests, advance and slow learners are identified by the teachers and the specific measures are taken accordingly. Some of the measures adopted by most of the departments are mentioned below:</p> <p>Measures taken for Advanced Learners</p>	

- Guiding on the aspects of career planning.
- Discussion on the topic in depth and more comparative manner.
- Encouraging the students to participate in various academic activities such as debate, quiz, essay writing etc. at college and intercollegiate level.
- Guiding them for personality development.
- Guiding them for various competitive exams in detail.
- Encouraging toppers with Medals, Certificates and Scholarships etc.
- Providing reference books.

MEASURES TAKEN FOR SLOW LEARNERS

- Motivating the students to attend remedial and tutorial classes .
- Individual academic counseling is done by concerned subject teacher.
- Along with the library facility in the college, book bank facility is also provided at departmental level.
- Group discussion sessions are specially designed for introvert students.
- On the completion of the topic, oral and written tests are taken.
- Motivating such students to take part in departmental activities.
- Guiding the slow learners in writing proper answer by providing them answer format.

Teachers are available in the college premises as well as approachable through email and whatsapp to clear doubts and counsel on one to one basis.

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

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

Number of Students	Number of Teachers
3474	80

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

College has five faculties namely faculty of arts, science, commerce, B.Ed., and Law. Each programme has been continuously engaged in providing rich curricular experience to students by ensuring student centred pedagogy. This has been provided by usage of experiential learning, participative learning and problem-solving methodologies for enhancing personalized learning experiences to students. All Postgraduate courses demand for submission of project work by students, which is itself a best example for participative as well as problem solving methods. Each project has been evaluated with proper feedback to students. It is in sync with the theme of formative assessment for continuous improvement of the teaching learning process in college. Multiple modes have been adopted by various departments for getting out of the best in students as per the requirement of the particular discipline. Several brainstorming sessions have been organized by departments to inculcate creativity in students, as ideas are most powerful nowadays. Teachers have been connected with their respective students on whatsapp groups on which students can put their query throughout the day and query has been resolved also as soon as possible. In totality it can be said that college has adopted all possible measures to enhance the teaching learning process for our real beneficiaries, our students.

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

This is the age of digital natives. Hence to satiate the digital thirst of our students, teachers have been continuously engaged in usage of ICT enabled tools for effective teaching learning process. Our college has enough smart classrooms where lectures can be taken with the help of LCD projectors and smart boards to make lectures more student friendly. In addition to this each class has been connected with their teachers by whatsapp groups and mail ids to send online teaching material to make learning blended in its true sense. Flipped classroom approach has been adopted by various departments such as the department of education, chemistry and few more to engage in the development of HOTS (Higher order Thinking Skills) in real classroom situations. Students have also been motivated to submit their projects in the form of PPT in soft copies to develop digital skills in themselves. Teachers have also been continuously engaged in various training programmes to become updated in the field of ICT enabled teaching and learning so that they can disseminate this knowledge in their students. Awareness about SWAYAM, NPTEL courses have been circulated among students through various notifications, so that they can get benefitted by the digital initiatives of MHRD, GOI.

The entire Academic session 2020-21 was run on online mode due to current pandemic situation. To ensure smooth teaching-learning process classes were conducted through Google Classroom platform and live classes were taken on Google meet and zoom. The college has facility of Media Centre wherein the teachers can record their lectures and these recorded lectures were shared with students through youtube channels of concerned teachers and google classroom which was beneficial for the students dealing with network issues during live classes.

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

79

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

80

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

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

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

65

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

898

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.

Evaluation is an innate part of teaching learning process. The college has a transparent and continuous internal assessment system with following features:

- An examination committee has been formed with the task of conducting the different examination.
- Taking home examination is compulsory for U.G. Classes.
- Students are informed about the syllabus of the exam well in advance. Evaluated answer scripts of home examination and internal assessment are shown to the students and suggestion for improvement are made by teachers.
- Regular class tests are taken and answer scripts are shown to the students, so that they can work on their weakness.
- Each department holds meeting to ensure that teachers take regular class test, presentation etc.
- Students are continuously evaluated during the departmental orientation. It is also reiterated by teachers from time to time during regular classes by organizing quiz test, objective tests, essay writing and other competitions.
- Each session of CIE is followed by remedial and doubt removal session, parent-teacher meeting and counseling.
- Examination committee determines deadline for assessment for answer scripts.
- Separate seating arrangement is made for disabled students.
- Members of verification committee verify the marks of answer books to ensure error free final entries.
- The college has a separate room having necessary

equipments including Computer, Printer, Photo-copier for examination work.

- All practical examination, internal evaluation of projects and internal examination of post graduate programs are carried out by individual departments as per University guidelines.

File Description	Documents
Any additional information	View File
Link for additional information	https://sskhannagirlysdac.ac.in/web.php?pageurl=committee

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

To ensure the smooth and fair conduct of internal and external exams, the college has a separate Examination Committee. Apart from the final exams conducted by the University, the college also conducts Home exams for UG students and Internal Assessments for PG students. The committee actively screens the problems and issues raised by students regarding the exams. The time table of all exams are displayed on notice board as well as whatsapp group of students well in advance in order to provide adequate time for preparation. Answer sheet of class test, internal examination and home examination are discussed with students after evaluation. In case of any grievances regarding marks awarded to students they can approach to the teacher coordinator for redressal. The chairperson of Examination committee himself takes initiative to redress exam related grievances of students in proper time. Besides this, the college also has a separate Grievance Redressal Cell.

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

2.6 - Student Performance and Learning Outcomes

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

The college website, prospectus, magazine and newsletter state the mission and vision of the college. Each department has its

vision statement which is displayed in the respective classroom. In the orientation/foundation class for the first year undergraduate and postgraduate students, broad programme objectives are explained. At the time of admission, admission committee counsels the students about the programme outcomes. For each course offered by the college, a unique set of learning outcomes have been defined. These are linked to the broad programme outcomes. Following effective pedagogic strategies, the faculty articulates the learning objectives, and expected outcomes for each course at the beginning of the session as well as before each unit in the syllabus. This helps students appreciate the topic being covered in the class as they see the relevance. Course outcome for all the programs are also displayed on the college website.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://sskhannagirldsdc.ac.in/courseoutcome.pdf
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.

Attainment of programme outcomes, programme specific outcomes is duly evaluated by the college. One of the methods that our college follows while doing so is by assessing the teaching-learning based on a feedback system in which the final year students of the college are provided with feedback forms to be duly filled up by them providing inputs on teaching-learning drawbacks, limitations constraints and also merits of the department, its faculty members etc. Separate curriculum feedback is also collected from the students, parents, teachers, alumni and employer. Our college has a grievance redressal cell and mentor-mentee system, where the students can also place their problems at any time while studying. The college deals with students' grievances very deftly by preserving its confidentiality, while at the same time taking concrete steps for resolution. Parent-teacher meetings are organized, whenever required, which is another system through which the college keeps track record of programme outcome achievement.

Highlighting merit holders' names on notice-boards, newsletter and college magazine is a regular practice of our college through which attainment of programme outcomes are measured and checked. The advance and slow learners are identified and accordingly outcome attainment target is set by introducing improvement measures. Organizing class tests and subject-oriented quizzes, classroom discussions, etc. are a part of this improvement strategy. In order to achieve programme outcomes, each department takes foundation classes before starting to teach prescribed course. Overall academic report is displayed on the college website, published in college magazine, provided to University of Allahabad through the 'Annual Report' of the college and sent to NAAC through AQAR. There is a reward system in our college, through which students are encouraged to excel in life.

In the academic session 2020-21, classes as well as activities were conducted very successfully online and that also very efficiently keeping the goals of education in view. In nutshell the outcome of the syllabus in all the subjects in the year 2020-21 was successfully completed online and offline (wherever directed by the University). Psychological balancing of many educational dimensions was done in the departments time to time. Counseling and guidance was also done for the motivation and emotional balance of the students. Students continued to refer their problems to their mentors especially in the unusual pandemic times. Their confusions were removed and problems were solved in their required confidential manner .

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

2.6.3 - Pass percentage of Students during the year

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

964

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	https://sskhannagirldc.ac.in/web.php?pageurl=a_report

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://sskhannagirldc.ac.in/web.php?pageurl=feedback>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

11.8

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

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

3.1.2.1 - Number of teachers recognized as research guides

16

File Description	Documents
Any additional information	View File
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

05

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	http://ichr.ac.in/content/innerpage/research-projects.php ; https://www.ugc.ac.in/pdfnews/4665676_Start-up-Grant.pdf

3.2 - Innovation Ecosystem

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

We have established an ecosystem to support and promote research and innovation practices in the campus by motivating departments and teachers as well as students to organize seminars, conferences, workshops, and skill-based courses and to take up major and minor research projects. The major initiatives of the college in this direction are as follows:

- Establishment of SSK IIC

In the college, from the session 2020-21, under the guidelines of the Innovation Cell, Ministry of Education (MIC), Institution's Innovation Council (IIC) has been established, to systematically foster the culture of innovation and start-up ecosystem in the college. SSK IIC's objective is to prepare the

students with skills like critical thinking, Design Thinking, Innovative thought process and Entrepreneurial mindset.

- "Earn by Learn" scheme

Under this scheme, two programmes run namely, HUNAR and SWAVLAMBAN, which trains students in terracotta work (Potteries, sculptures and decorative items) and dress designing.

- Diploma in Fashion Designing

UGC approved diploma in Fashion Designing has been started in 2020-21, to help students develop their creativity and innovation. The curriculum includes an expert learning combination and practical training which enables the holistic development of the students towards fashion designing.

- Diploma in Biotechnology

To build competence and practical knowledge on recent Biotechnological challenges and Biotechnological techniques in the field of research.

- Media Centre

To provide access to basic skills like video-recording, video-editing, and other technical know-how that has now become an imperative skill in all domains of knowledge.

- Research Cell

To create awareness about responsible conduct of research, thesis, dissertation, promotion of academic integrity and prevention of misconduct including plagiarism in academic writing among student, faculty, researcher and staff.

https://sskhannagirldc.ac.in/pdf/Code_of_Ethics_for_Research.pdf

- IPR cell

The college values and keeps the idea of intellectual property rights at the helm of its curriculum. The students are taught to prioritise and respect originality of ideas while engaging them in basic tasks like assignment writings to promote

creative thinking and innovative ideas.

The College promotes the transfer of knowledge by including student representatives in the editorial team of College magazine "PRAMA" and provides opportunities to the students to explore and enhance their writing skills . The selected articles are published in PRAMA and quarterly NEWSLETTER.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sskhannagirldsdc.ac.in/iic/index.php?pageurl=home

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

1

File Description	Documents
Report of the event	No File Uploaded
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

8

File Description	Documents
URL to the research page on HEI website	https://sskhannagiralsdc.ac.in/pdf/Code_of_Ethics_for_Research.pdf
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	View File

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

15

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

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

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

52

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

3.4 - Extension Activities

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

The College has four NSS units, one NCC unit and Extension

Committee also. They are actively involved in regular extension activities. Other students also take part in extension activities along with NSS/NCC students. Regular special camps are conducted by NSS and NCC for the neighbourhood community students along with the registered volunteers. They undertake various activities and awareness programmes in the villages. Shramdan helps the students to develop an idea of dignity of labour and service to humanity. Various activities such as Rally, Poster presentation, Drama, special Lecture, Slogan, Quiz and Speeches are organized by our college throughout the session in order to encourage our girls to participate in various awareness programmes that enable them to be aware towards different social issues relevant to our society. Our College encourages students to take active participation in various government policies and programmes such as Pulse Polio Programme and Swachh Bharat mission. Moreover, these programmes are not only conducted to generate awareness theoretically but also help them practically to become responsible citizens of India.

File Description	Documents
Paste link for additional information	https://sskhannagirldsdc.ac.in/web.php?pageurl=cs
Upload any additional information	No File Uploaded

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

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

5

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	View File

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

26

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

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

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

1781

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

3.5 - Collaboration

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

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

3

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
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

5

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.

S.S Khanna Girls' Degree College is spread over 8,509 sq m with red brick buildings amidst sprawling lawns and trees. In the college there are five faculties- Prof. Damodar Das Khanna Arts faculty, Saroj Lalji Mehrotra Science faculty, Nand Kishore Khanna Commerce faculty, Dr. Madhu Tandon Education faculty and Saroj Lalji Mehrotra Centre of Legal Studies. The Law Course in the college has a Moot Court & Library.

At present, there are 39 classrooms and 20 laboratories for all the five faculties. The college has the facility of a conference hall, common room, and health cell as well as food court. The department of Ancient History has a museum also.

There are 151 computers available for the teachers as well as students and 21 laptops exclusively for the teachers. Moreover, the college has 40 printers, 23 projectors and 14 classroom speakers with collar mike. Further, there are more than 2000 equipments/ tools / instruments/ systems, which have been placed in the various departments. Infrastructure and amenities do correspond to their respective norms.

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

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

Outdoor and Indoor games:

The College has facilities for students and staff to play Kabaddi, Kho-kho, Basketball, Volleyball, Football, Tug of war and athletics (hurdle race, relay race, 100 meter race). Indoor-Hall is equipped with indoor game facilities like table tennis, carom, chess, etc. The college has a basketball court as well as a 200 meter track. Sports Meet is conducted annually. Students are motivated to participate in inter-collegiate as well as intra-collegiate sports tournaments.

Open tournaments:

Students are officially permitted whenever they have to attend tournaments at University/State/National levels. Additional lectures are also conducted for students for such participation if they miss classes.

Yoga:

Every-year on International Yoga day a huge participation of students is observed. Yoga at our college is practiced regularly.

Cultural activities:

In the college every year various cultural programmes are organised such as Anokhi, Independence day, Freshers' party,

Annual function, Staff club function, Republic day, etc. The students of the college also participate in various cultural programmes and activities organised by other universities and colleges.

NSS:

The activities of the NSS wing of the institute is coordinated by faculty members and various activities are planned through NSS throughout the year. The programmes include conduction of awareness programmes in camps, blood donation, activities in old age homes, conducting public awareness programmes etc.

NCC:

In order to make the overall development of the cadets and make their talents nation-oriented, the training of NCC 'B' and 'C' level is being given in the college for the last 10 years.

Personality Development Programme (Under CPE Phase II of UGC):

The College provides training programme to the students in Martial Arts, which motivates them to be physically and mentally healthy.

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

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

23

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

67.9

File Description	Documents
Upload any additional information	View File
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)

Name of the ILMS software

Nature of automation (fully or partially)

Version

Year of automation

SOUL 2.0

Fully

2.0

2018

The name of the software used for the library - SOUL 2.0 from 2018. The Library is fully automated by the Soul 2.0 Software. It supports the ground level practical requirements of the libraries such as stock verification, book bank, vigorous maintenance functions, transaction level enhanced security, etc. The above mentioned items are used as a part of SOUL software. The access of the library is both computerized and manual. The software SOUL 2.0 contains details about the author's name, title and publishing house. The library also has a special facility called WEB OPAC which allows the user to search library holdings from any location with internet access (Within College Campus).

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	https://sskhannagirlysdac.ac.in/web.php?pageurl=libraryrule

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	View File
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)

6.4

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

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

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

261

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

4.3 - IT Infrastructure

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

In the last few years the college has upgraded itself by purchasing new laptops, desktops and various other equipment and upgrading the bandwidth of wifi . The college has a BSNL internet connection of (fiber - optic cable) 4mbps speed, Greentech internet connection of (fiber - optic cable) 20mbps speed and Railwire Broadband internet connection of (fiber - optic cable) 50mbps speed. All the departments, labs and offices in the college are connected to the internet. The students of the college also get the opportunity to access the internet during their free time.

The entire campus of the college is also covered with CCTV cameras.

Every year numerous students are trained in computer skills like Tally, 'CCC' and 'O' Level. The college in collaboration with UPTEC computer consultancy makes these students computer savvy. The students also get a separate certificate of these courses from UPTEC. The student-computer ratio is 36:1 and they use the system during their free time apart from their

scheduled classes.

The college has a well-equipped media center with all the appropriate facilities in which the faculty members record their lectures as per schedule.

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

4.3.2 - Number of Computers

151

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

60.23

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

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

College Building Committee

The Building Committee comprises a chairperson and other members which functions under the supervision of the Principal. Dr Sheo Shankar Srivastava is the chairperson of the committee and other members of the committee are Dr. Aditya Tripathi, Dr. Sugandh Chaudhary, Dr. Sangeeta Gautam and Dr. Pramila Gupta. It creates necessary arrangements for adding new academic infrastructure in the college as per the needs of the departments/college. It also carries out the required civil works in the college such as whitewashing, constructing / renovating buildings and other repair works.

Finance/ Purchase Committee

The Chairperson of the Finance/Purchase Committee is Dr Harish Singh, and other members of the Finance committee are Dr. Sadaf Siddiqui, Dr. Neha Rai, Dr. Rashmi Singh. The members of the Purchase committee are Dr Saumya Krishna, Dr. Sumita Sahgal, Dr. Shraddha Rai and Dr. Arifa Begam. Equipments for sports and ICT, instruments and items for use in the classrooms, laboratories, library, and office are purchased after prior approval and scrutiny to ensure optimal utilization of funds allocated to the respective departments each academic year. Purchase Committee approves its expenditure based on quotes and technical quotations.

College Upkeep Committee

The College has a college upkeep committee which looks after the cleanliness and beautification of the college. The In charge of this committee is Dr. Sheo Shankar Srivastava. The

college campus has been declared as No Poly-bag Zone. The College has a team of efficient and experienced gardeners to maintain the lawns and flora of the College. Planting of seasonal trees is carried out in the college regularly and the lawn is maintained on a regular basis.

Library Advisory Board

College has a Library Advisory Board which looks into the matter of maintaining and proper functioning of the library. The incharge of the Library Advisory Board is Dr. Rachna Anand Gaur. The issues concerning purchase and up-gradation of library facilities are decided in this committee. The total collection of the books in the library is approximately 29472 as on March 2021. Library provides services to the students, teachers and staff of the college. The reading room is well equipped with computers having internet facility (WiFi) serving teachers and students alike. Library also provides online repositories through subscription to DELNET, INFLIBNET, NLIST.

Computer Maintenance Committee

The college has a computer maintenance committee whose chairperson is Dr. Saumya Krishna. The committee is responsible for looking after the computer and related equipments, their maintenance, placing demands for new equipments, replacing the old and defunct items, securing a stable internet connection, and smooth functioning of the Media Centre. Whenever a demand arises for computer and related equipments, the person making the demand is required to fill up a designated format, which is first approved by the chairperson of the committee and then by the Principal, followed by the treasurer Mr. Dilip Mehrotra. The demand is then put to the Finance and Purchase committee who audits and approves of the demand.

Website Committee

The task of designing, monitoring and maintaining the college website is being performed by 'NT Softech Solutions'. Dr. Anuradha Singh is the website coordinator who manages and looks into the matter of information sharing and uploading on the college website.

Sports Committee

The sports committee is headed by Capt. Rekha Rani, and is

responsible for organising sports events in the college and co-ordinating the regional, state and national level sports events. The committee looks after the maintenance of the various sports-related equipments, and also raises demand for other equipments as and when required. These demands are made through the principal after whose approval the purchase and finance committee audits and approves the purchase.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sskhannagirldsdc.ac.in/web.php?page_url=committee

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

1100

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

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

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

220

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	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	
994	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
994	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent mechanism for timely redressal of student	A. All of the above

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

31

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

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

5.2.2.1 - Number of outgoing student progression to higher education

82

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

4

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

5.3 - Student Participation and Activities

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

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

0

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

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

S.S. Khanna Girls' Degree College has a very structured and constitutionally elected Student council as per Lyngdoh committee recommendations. The student association has elected office bearers comprising a president, vice president, secretary, joint secretary and student representatives from each class. The Student Association is guided by Proctorial board and the Principal of the college. The college has constituted various committees and student representatives are appointed in the same committees to provide a platform for participation of students in Intra-collegiate as well as inter-collegiate events under the Students' Association. Details of student's participation is as follows:

- Students' Council: Student representatives of this committee bring the common problems of students to the notice of authorities and get them resolved. Student representatives organize various co-curricular, extra-curricular activities and alumni meet annually.
- Internal Quality Assurance Cell: President of student council is the member of IQAC. The IQAC of the college publishes Newsletter, Wall magazine to display student's poem, drawing, sketches, articles etc.
- Students' representative are also part of college development committees like Campus upkeep Committee, Cultural Committee/ Annual Function Committee, Cycle stand Canteen, Eco Club, Printing Publication, Sports Games Committee, Student Welfare Committee, Women Cell Organization, Anti-ragging committee: Representative students help in creating ragging awareness among students.

- **Grievance Redressal Committee:** Grievances of students related to academics, examination, issue of documents, identity cards and library cards etc. are conveyed by representative student to the authority and necessary action is taken.
- The college has a semi-structured calendar for Student events within the annual cycle. These events are led by the students and conceptualized in consultation with faculty members. The Annual function titled "Udita" is held every year in November / December and over the years students have achieved excellence in their performance.
- The college publishes its Annual Magazine - "Prama" with the help of an Editorial Team comprising of student and faculty members.

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

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

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

07

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

5.4 - Alumni Engagement

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

The college has an active alumni association. The College Alumni Association is an integral continuation of the relationship of the students with their alma mater. Alumni Association is an active body with many alumnae as its members. The main contributions are:

- It has a very active calendar of activities through which it connects not only with the college activities but also brings under its fold the alumni for various projects and events.
- It organizes various educational and entertainment programmes.
- All former faculty members and Alumni are invited on all formal functions of the college.
- An alumni meet is organised every year (this year on virtual platform). An annual event is the welcome party organized by alumni for induction of the outgoing batch into the association. The association also participates in the college festival and invites alumnae to showcase their expertise.
- College also has a facebook page connecting their alumni.
- Alumni members have been providing financial support to the college by instituting scholarships, building of infrastructure like (book donation) and instituting lectures and public events.
- Some alumni help us in following works/tasks: Hosting of events, Providing coaching for sports, Extension activities, NSS programmes, College magazine.
- Due to covid pandemic alumni has been actively connected with their juniors through virtual platform.

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

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

File Description	Documents
Upload any additional information	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

The college was established with the aim of exclusively catering to the needs of women students belonging to diverse socio-economic backgrounds and cultivating moral, intellectual, spiritual, social, emotional and all round development of its students. Aligning with its vision, the college practices participative management processes in the governance mechanism by the confluent approach of Management, Principal and Faculty, who develop and implement quality perspective plans that uphold the core values of the college. The head of the Institution aided by the staff council, committees ensures smooth functioning of work. Departmental/Committee meetings are held regularly to discuss and execute important decisions regarding academic and co-curricular activities of the college giving academics equal weightage as social outreach programmes. Teachers play a major role in decision-making, and various committees like Governing Body, IQAC, UGC, examination, admission etc. have representatives from teaching staff as chairpersons as well as members. Decision-making ensures total participation of all the faculty members and the concerned stakeholders. The vision and mission of the college well enunciates the path that the college takes in its decision-making keeping the service to the women from disadvantaged and marginalised sections of the society at the helm of its affairs.

File Description	Documents
Paste link for additional information	https://sskhannagirlsdc.ac.in/web.php?pageurl=mission
Upload any additional information	No File Uploaded

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

Case study

The Madhu Tandon B.Ed Faculty is self-financed, has its Students Council and is governed by a Board of Directors. The

members of the Students Council are elected by the students themselves. (Due to Covid the existing Student Council was given an extension for the current session). The Board of Directors comprises representative members from the management fraternity, Principal of the college, coordinator of B.Ed faculty, teacher representatives, and members of the teaching faculty.

The student council of the B.Ed faculty makes certain demands on behalf of the students from time to time, which are then ratified in the meeting of the Board of Directors, which is responsible for the approval of all significant decisions related to the B.Ed Faculty.

In February 2021, the student council of B.Ed made a demand for a number of books as per their requirement in the meeting with the faculty members on 12.02.2021. The demand was accepted and a separate amount was allocated in the proposed budget for the books demanded which was then placed in the meeting of the Board of Directors held on 08.04.2021 and was approved

File Description	Documents
Paste link for additional information	https://sskhannagiralsdc.ac.in/web.php?pageurl=bod
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Activity Successfully implemented on the basis of strategic plan:

The approval for the establishment of a Faculty of Law in the college was received from the Bar Council of India, reflected in the minutes of the meeting of the Governing Body on 13.07.2019.

After the approval received from the University of Allahabad on 10.07.2018, the college in furthering the vision of the establishment of a Faculty of Law and as per the requirements of Bar Council of India, Rules of Legal Education, No. 16, "Conditions for a University to affiliate a Centre of Legal Education" that mandates a university to have necessary

infrastructure to support Legal Education, another meeting was held on 16.02.2019. In that meeting it was resolved that a library (in addition to other infrastructural facilities) would be built exclusively devoted to the Faculty of Law.

The work for the aforementioned library began in early 2020, and inspite of some hiccups caused by the Covid pandemic, the library was ready by November 2020. The decision to shift the library to the newly constructed space was taken in the meeting of the Governing Body held on 07.11.2020.

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

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

S.S. Khanna Girls' Degree College (A constituent college of the University of Allahabad) is maintained by the Saraswat Khatri Pathshala Society, subject to sub-clause (f) of clause 3 of University Ordinance. The governing body is constituted in accordance with the provisions of sub-clause (a) of clause 5. The Principal, as Secretary of the Governing body and head of institution, assisted by Coordinators, Conveners and committee chairpersons, provides direction and leadership to the entire system. The ministerial staff assisted by supporting staff manages financial and establishment related matters, while Librarian and supporting staff tend to the library. The Sar-La education Trust, Mumbai, funds and has a joint managing committee for the Science and Law faculties. B. Ed. Faculty is governed by its board of directors. All academic and administrative committees have been constituted as per the academic and administrative plans of the college. College has its own grievance redressal mechanism system. Grievances of faculty members are resolved by Principal and Management, of non-teaching staff by grievance redressal cell, and of students by Proctorial board, Anti ragging cell, Vishakha committee etc. Service Rules (Pg 199-213), Procedures (Pg 122-156), Recruitment (Pg 168-184) and Promotional Policies (Pg 247-254) of the college are as per the University Ordinance.

File Description	Documents
Paste link for additional information	http://sskhannagirlsdc.ac.in/web.php?page_url=committee
Link to Organogram of the institution webpage	https://sskhannagirlsdc.ac.in/web.php?pag_eurl=organ
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

C. Any 2 of the above

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

6.3 - Faculty Empowerment Strategies

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

According to the University of Allahabad norms the following facilities are available to all permanent teaching and non-teaching staff.

- Medical Re-imburement through which the staff can avail health benefits and direct hospital payment facility and all other provisions as approved by University of Allahabad/UGC.
- Faculty appointments prior to 2004 are eligible for pension benefits on retirement. Faculty appointed after 2004 is covered under New Pension Scheme. GPF, gratuity and leave encashment are availed by retiring faculty as per University norms.
- Tuition fee is reimbursed up to 27000 rupees per child

per year for first two children.

- Leave to teaching and non-teaching staff are given as per the guidelines of the University of Allahabad and UGC.
- PF loans are sanctioned as per GOI rules.
- LTC/hometown is availed as per GOI rules.

All teaching and non-teaching staff working under self-finance scheme are availed following facilities

- Festive bonus is given to all teaching and non-teaching staff by the college management every year.
- The college has a provision of salary enhancement every year.
- During the admissions, eligible students are permitted for fee payment in installments.
- Employees within the norms are covered by EPF.

Non-teaching class IV employees are provided with college uniforms free of cost.

File Description	Documents
Paste link for additional information	Nil
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

12

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

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

1

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

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

47

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	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

The performance appraisal system of teaching staff is under the guidelines of University of Allahabad. All teachers fill Self-Assessment Proforma every year. One copy of the Appraisal form is sent to the university and other is maintained as record. The annual report is sent to the University in the provided format. The teachers also maintain their records of teaching, examination, college work, research and projects. The IQAC collects self-appraisal forms from full time self-finance teachers also. After reviewing the performance of all teachers, IQAC suggests them about various quality upgradation steps. The proforma used for self-assessment of permanent and self-finance teachers is given in the additional information.

The college collects self-appraisal forms from the non-teaching staff also and their promotion is done on the basis of their performance and professional development.

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

The college has well qualified practicing Chartered Accountants as internal and external auditors who audit the accounts of the college. The internal audit is done every trimester by Mr. Vinayak Tandon and associates. The inspection of the accounts from Science, Arts, Commerce B. Ed and Law. faculties is accomplished by checking vouchers, bank accounts and other documents. After the audit, the report is sent to the management for review, and if any objection is reported it is resolved in next trimester.

Apart from that, there is an external auditor for overall checking of accounts and balance sheets of the college. At the end of the session the balance sheets of the whole session are checked by Mr. S.K. Kakkar and Co., and the report is submitted to the society. Last audit for this financial year (2020-2021) was done on 13th July, 2021 and till date no unfavorable remark on the accounts of the institution has been reported. The college has consultants to give opinion on taxation and legal issues and files income tax return every year within the stipulated time.

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)

16.6

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

Mobilization policy and procedures:

The college sends proposals for additional grants to the University Grants Commission (UGC) under various schemes such as Lab upgradation schemes, environment awareness programmes, routine Government and UGC grants. The institution has been able to secure additional funding from various agencies like DBT, CPE, etc. After receiving the grant, it goes through various processes involving the Principal who is the Chief Disbursing Officer, the Bursar, the Finance Committee, the Purchase Committee and the college office before it is finally disbursed to the concerned person or the respective department(s). Apart from the funds received from government agencies, the college also receives funds from generous donors which is used for providing scholarship to students and running of self-finance courses.

Strategies for mobilization and procedures of funds: The college has different strategies for Teachers, Students and Non-Teaching Staff.

For Teachers: -

1. Funds for personal projects.
2. Workshops, Seminars, Lectures of resource persons for their skill development
3. Computer training
4. Dr. V.S. Bhatnagar fund for retired teachers.
5. Free laptop and Computers for teaching and learning.
6. DELNET Services.

For Students: -

1. Scholarships for students
2. Fee refund facilities for poor background students.
3. Admission fee waived off for students who have lost their parents due to Covid.

3.Free three months course for Personality Development and Self-defense training programme.

4.Free skill Development Program.

5.Free Educational tour.

6.Canteen facilities.

7.Computer Lab and Computer training program.

For Non-Teaching Staff: -

1. Free Computer training program.

2.Free education for their children.

3.Bonus every year for self-financing Staff.

4.Free Uniform for all Class-IV Staff.

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

6.5 - Internal Quality Assurance System

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

- **Summer Coaching**

The summer coaching programme began in the year 2015 when the college decided to run a summer coaching programme, free of cost, open to girl students in Prayagraj and surrounding areas. Aligning with the requirements of a highly competitive job environment, the summer coaching provides a path to the empowerment of women by attempting to translate their education into employment. This free of cost coaching programme, stands testimony to the fulfilment of the purpose that the college was designed to serve; to uplift the women belonging to the marginalised sections of the society. The programme covers topics ranging from General English, General Awareness, General Awareness (Finance and Economics), Quantitative Aptitude,

Statistics, Hindi, General Intelligence and Reasoning, Teaching Methodology and pedagogy, Child Development, Environmental Studies etc. meant to assist students in such exams as UPSC, UPPCS, SSC-CGL, Railway NTPC, NET/JRF, UP-TET, C-TET, PG Entrance Exams (M. A, M.Sc, MBA, M.Com), B.Ed Entrance Exams and the like. This year the program was conducted on online mode.

- Publication of Newsletter

From 2016, the college has started the practice of issuing newsletter. IQAC has started this initiative to provide a link for dissemination of information regarding the college. 4 issues of newsletter are released every year. Unfortunately, due to Covid pandemic situation in the session 2020-21 only two issues of newsletter could be possible. It not only covers the information of events organized in the institution but also provides a platform for creative writing. It contains articles written by students and faculty members. Students are provided with an opportunity to express their views through this platform. It also acts as a source of inspiration and motivation to students as it highlights their achievements.

- Home Examination

At undergraduate level, final annual examinations are conducted by the University of Allahabad. To make the students aware of the examination pattern, the college conducts home examination. It provides an opportunity to the students as a mock exam of the final examination as it is conducted on the same pattern. After the evaluation of answer scripts, results are analyzed and faculty members discuss the problems with the students. They highlight the major shortcomings witnessed in the performance of students and interact with the individual students for depicting their strengths and weaknesses and suggest how to improve the performance. Thus, it acts as an effective platform for students to understand their shortcomings and improving their performance by not repeating the mistakes in final exams. This year it was conducted on online mode.

- Mentor Mentee System

For relieving academic stress of the students, mentor-mentee system is operational in the college. Under this system, some faculty members have been made mentors and a certain number of

students have been assigned to them especially on the basis of their subject specialization. Students can contact them and discuss their problems regarding academic issues. Mentors provide suggestions and try to resolve the issues so that their stress can be relieved.

- Organization of National/International Seminars/Conferences

Organized 03 International e-conference/Webinars; 01 International Online Lecture Series; 19 National Webinars and 19 National Online Quizzes.

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

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

- As per the suggestion of IQAC, One Week Faculty Development Program on "E-Content Development & Learning Management System" was organized by College in collaboration with Guru Angad Dev Teaching Learning Centre of MHRD (PMMNMTT) from August 22-28,2020 in order to ensure smooth running of teaching-learning process in online mode.
- Diploma in Fashion Designing and MA in Urdu and Medieval History have also been started from session 2020-21.
- Due to pandemic there has been limited incremental improvement in various activities.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC);

B. Any 3 of the above

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)

File Description	Documents
Paste web link of Annual reports of Institution	https://sskhannagirldc.ac.in/web.php?pageurl=a_report
Upload e-copies of the accreditations and certifications	No File Uploaded
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

Gender Equity Initiatives :

The College is solely a women's institution with students coming from diverse family backgrounds including those belonging to the deprived sections of society. Some of the girls still face discriminatory behaviour at home and also encounter traditional outlook when it comes to career building. The institution makes varied efforts in spreading gender sensitivity and awareness among the girls in order to help them rise above gender inequality and discriminatory practices, both in and outside the campus. The initiatives undertaken by the College are:

Safety and Security

- At the commencement of each new session, an identity card is issued individually to each student defining their bonafide status both within and outside the campus. Only

bonafide student carrying her ID card is allowed entry into the campus. A Meet by the Proctorial Board is held as soon as soon as new admissions close. It is mandatory for students across all the faculties to attend as in the Meet the board defines the rules of the College and the code of conduct that governs student behavior.

- A CCTV Surveillance System is installed in the Campus that monitors the security of the students.
- During the Session, one day training program is organized in which personnel from the adjoining Police thana, both male and female cops visit the institution and talk to students on issues pertaining to personal safety and motivate them to report the problem.
- Students with irregular attendance are identified and the parents are informed about the same and in some cases often called in the College to meet the Principal and the concerned teachers.
- The Women Cell of the College organizes workshops and training programs to create awareness about the legal issues pertaining to gender discrimination and disparities. It also organizes a cultural program so as to provide opportunity to the students to showcase their hidden talents and realize one's potential.
- At the Departmental level, inter-institutional activities are organized in the Campus wherein participation of both boys and girls of other Colleges is allowed with the objective of giving opportunity to our girl students to equally participate in the event, vociferate their views and become aware of gender issues.

Counselling

The Institution has a Counsellor who conducts counseling sessions with students of different faculties at the group level. Personal counseling is done on the basis of need of the student.

Counseling is done at the departmental level also. The Subject teachers conduct classes in which they make the students aware of the career options available to them after completion of the program.

The Counseling activity is taken care of by forming the mentor-mentee groups i.e students are divided in groups and each group is mentored by the teaching faculty in the department with reference to their academic, career prospects and personal

problems.

WELLNESS CENTER

In order to subdue stress, infuse confidence and ensure positive interactions the College has established a Wellness Centre. Being well means honoring individuality, building confidence and continuously developing new ways to tap into what motivates you, what provides purpose and what keeps you actively engaged in life. It is an essential factor in encouraging students to lead a rewarding and a purposeful life. Wellness centers are usually looked after by counselors who provide emotional, academic and psychological assistance to students.

Aims and Objectives of Wellness Center

Counseling is a collaborative effort between the counselor and the students in which the counselor helps the students in identifying goals and in providing potential solutions to problems which causes emotional turmoil in them. The counselor seeks to improve communication and coping skills of students thereby strengthening their self-esteem and ensuring an optimal health. In a counseling relationship, the counselor

- Assists the students to understand and accept themselves, thereby making it possible for them to express and develop an awareness of her own ideas, feelings, values and academic needs.
- Suggesting career building options to students, as required by them based upon their plans, choices or problems. It further aims to develop in students a greater ability to cope with and solve problems and increase their competence of decision making

Counseling Session for the year 2020-21

Apart from the face to face counseling which is provided to the students almost on a daily basis or as per the requirement of the student, the institution also has held various online and offline counseling sessions covering all the departments of the Institution.

Number of Online sessions taken: 14

Number of Offline sessions taken: 10

Common Rooms

Common Room exists for students of all faculties. The students can sit, discuss and interact with each other freely. It also serves as a space for interaction between seniors and juniors amongst girls from different faculty.

Day Care Centre for young children-

Day care facility is extended for taking care of young/small children of the faculty members by the institution. Day- Care In charge supervises all the activities in the centre. The centre is equipped with toys, books and a first-aid kit.

Any other relevant information -

- Medical facility has been provided to the students by the institution. Health cell is instituted to take care of their health issues. Dr. Vandana Raj Gupta B.H.M.S. General Physician has been also been appointed to look -after the medical care of the students as well as the Faculty members. Regular health check-up is taken care of under the supervision of the Health cell. Lectures, workshops and health camps have also been organized by the NSS units of the college.
- Initiative for single girl child promotion is also conducted by the institution by providing scholarship to those students who are in this category of single girl child.

File Description	Documents
Annual gender sensitization action plan	https://drive.google.com/file/d/1wwV9mA4VfK2hf2M_iVu7KiWflsIYFZ13/view?usp=sharing
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://drive.google.com/file/d/1OgvS-3hPpj_Vvhh2VWXvLmnfNw4RChYI/view?usp=sharing

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the

C. Any 2 of the above

**Grid Sensor-based energy conservation
Use of LED bulbs/ power efficient
equipment**

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

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

SOLID WASTE MANAGEMENT

All lab generated waste cannot be thrown in the regular garbage and in order to ensure proper waste disposal, the wastes are segregated according to their nature. The glass waste is separately dumped into bins which is finally disposed off. Finally the collected glass waste is transferred into the clear bag, tied or taped, closed and collected for final disposal. All the metal waste such as sharp items such as blade, needle, and wire are not disposed of as regular garbage as these may cause injury. The metal wastes are kept separately and finally given for recycling. Glass waste is stored safely in a robust container that is labelled specifically for glass waste, ready for ease of recycling. Solid biological waste, e.g., plastic pipettes, tissue culture flasks, and cotton plug, is typically deactivated by autoclaving in various steps.

LIQUID WASTE MANAGEMENT

The regularly used non-hazardous chemicals such as certain salts (e.g., potassium chloride and sodium carbonate), many natural products (e.g., sugars and amino acids) are safe to dispose down the drain. Liquid wastes, e.g., culture media and their components, are deactivated either by autoclaving or chemical disinfection. Most liquid wastes are deactivated with bleach. Finally the reagent which is used for disinfectant are pour down a sink drain connected to the campus sewage system and flush the plumbing with an excess of water. A compost pit has been built in the Botanical garden for recycling of biodegradable wastes by burying biodegradable wastes. The biodegradable wastes are degraded by the action of small organisms like bacteria and fungi into valuable nutrients for

our plants.

E-WASTE MANAGEMENT: The e-waste is collected from college and supplied to an E-Waste Recycler, given back to the Electronic Company under an exchange policy wherein discount on new purchase is earned. Recycling bins for e-waste has also been separately installed.

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

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

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	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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

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

E. None of the above

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

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

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	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

The Institution provides an inclusive environment by conducting multifarious activities devoted to tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities. Important days like Women's Day, Yoga Day, National Unity Day, Republic Day, Independence Day, Voters Day are celebrated in the College. NSS wing of the college also organizes several activities that promote harmonious culture. In the session 2020-21 a webinar on Women's Safety and Security was organized on 22nd October 2020, in collaboration with Ministry of Youth Affairs and Sports, Government of India and NSS Cell Higher Education of India. Keeping in view the objective of Mission Shakti of U.P. Government the webinar aimed at a healthy discussion towards the empowerment of women. Mr. Kavindra Pratap Singh IG, Prayagraj (Range), Dr. Ashok Shroti Regional Director, NSS, Lucknow, Dr. Anshumali Sharma, State NSS Officer, Dr. Manju Singh NSS Coordinator, University of Allahabad, Prof. Anita Gopesh, Ex Head, Department of Zoology, University of Allahabad and Ms. Nida Zaidi Additional Civil Judge, Jr. Division Pratapgarh, were invited as the Guest speakers to exhibit their views on the subject.

A Webinar on Humanities in Crisis was organized by the Dept. of English on 4th August 2020 to emphasize upon the opinion that humanistic intellectuals with a practical mission and moral purpose can be an asset to society. Dr. Rahul K. Gairola from Australia and Dr. Patrycja Austin graced the academic event with their deliberation.

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

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

1. To revive the true spirit of the National law day also known as Constitutional day and to assimilate more understanding of it, students of S.S. Khanna Girls' Degree College organized the one day national event 'Vidisha' on 26 November 2020 having events like essay writing competition, photography competition, elocution, P.P.T competition and a webinar in which the students took active participation with great zeal and enthusiasm.

2. NSS Wing (Unit 56, Unit 57, Unit 58, and Unit 59) of S.S. Khanna Girls' Degree College observed National Constitution Day or Samvidhaan Divas on 26.11.2020. This day is celebrated to commemorate the adoption of the Constitution of India. On this occasion a pledge was the NSS Wing organised an online quiz. The event had participation of volunteers from Unit 56, Unit 57, Unit 58, and Unit 59 in large numbers. The NSS wing also took National Constitution Day Pledge.

3. Helping hands-Community Service provided by the college.

<http://sskhannagirldc.ac.in/web.php?pageurl=cs>

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://drive.google.com/file/d/17F_UEr_vq-YsIwBG2rvfo9qvfoQ28Wi99/view?usp=sharing
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed

C. Any 2 of the above

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

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

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

Celebration of National and International Commemorative Days, Events and Festivals 2020-21

S.N.

Date

Event

1

5th September, 2020

Teachers' Day

2

15th October, 2020

Global Hand Hygiene Day

3

31st October, 2020

National Unity Day

4

11th November, 2020

National Education Day

5

26th Nov 2020

National Constitution Day

6

12th January, 2021

National Youth Day

7

23rd January, 2021

Parakram Diwas

8

24th January, 2021

National Girl Child Day

9

25th January, 2021

National Voters Day

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 I

1. Title of the Practice

Summer Coaching for competitive examinations

2. Objectives of the Practice

The objective is to make girl students aware of the career options available to them after graduating, to develop career orientation in them, to train them in skills and develop the potential to succeed in Competitive examinations and to develop the personality of the student. Another objective is to make summer vacation an opportunity for learning and all-round personality development. The free summer coaching facility extends to girl students of the College and also students studying in other Institutions

3.The Context

The girl student were lacking the confidence and the skills to take up various competitive examination due to the inability to join coaching institutes as it would mean extra strain on financial resources. In view of the same the

institution took up the onus of providing free coaching during the summer vacations. The challenge was to find the faculty that would give time to these students and train them according to their needs. The teachers of the Institution who were staying in the city during the vacations consented to take up classes and the classes are being held as per a schedule prepared before the commencement of the coaching.

4.The Practice

The summer coaching programme began in the year 2015 when the college decided to run a summer coaching programme, free of cost, open to girl students in Prayagraj and surrounding areas. Aligning with the requirements of a highly competitive job environment, the summer coaching provides a path to the empowerment of women by attempting to translate their education into employment. This free of cost coaching programme, stands testimony to the fulfilment of the purpose that the college was designed to serve; to uplift the women belonging to the marginalized sections of the society. Amidst a cut throat competitive environment, a clamor for success, and the increased financial demands of the coaching centres with a surge in demand for educational assistance, the college has taken steps to fulfil the educational needs of those students who would otherwise have been left out of this guidance due to financial constraints.

The programme covers topics ranging from General English, General Awareness, General Awareness (Finance and Economics), Quantitative Aptitude, Statistics, Hindi, General Intelligence and Reasoning, Teaching Methodology and pedagogy, Child Development, Environmental Studies etc. meant to assist students in such exams as UPSC, UPPCS, SSC-CGL, Railway NTPC, NET/JRF, UP-TET, C-TET, PG Entrance Exams (M.A, M. Sc, MBA, M.Com), B. Ed Entrance Exams and the like. The teachers of the college play a major role in this initiative by providing their valuable assistance in disseminating knowledge and expertise on the specialized topics being covered in the programme. The course content is reviewed every year for any change that might be necessary to suit the need of the competitive exams in the contemporary period.

5. Evidence of Success

In the session, 2020-21 a month-long free online summer coaching programme was inaugurated on 01.06.2021. The programme continued till the 30th of June, 2021 and covered all important topics requisite for the above-mentioned examinations. The programme received an overwhelming response with 845 registrations and was conducted in the online mode through Google Meet and Google Classroom. And for more communication and discussion we created a Telegram Group. 53 teachers of the college contributed to this programme. At the end of the coaching a quiz was conducted and certificates were issued to the students who scored 40% or more marks. Apart from this, the students who attended the summer coaching during the session 2019-20, achieved success in various examinations and brought laurels to the institution.

6. Problems encountered and Resources Required

Some of the students attending the Classes and benefitting from it do not report their success in any competitive job- oriented examination. It becomes difficult to access the rate of success accurately.

Best Practice II

1. Title of the Practice

Donations for Free ship scheme, Fee Waiver Scheme and Scholarships

2. Objectives of the Practice

The College Management and faculty members have nurtured a dream to impart free education to its girl students both at the undergraduate and post graduate levels and empower them in order to mitigate the gender inequality prevailing in the society. In fostering the academic growth and all round development of the girl students the Institution has instituted scholarships, fee waivers and freeship schemes besides the schemes offered by the government. The objective is to waive or reimburse the fee deposited by girl students who are needy as

well as meritorious. The scheme takes care of the educational needs of girl students both at the undergraduate and postgraduate levels.

3.The Context

Once the donations are received and funds generated, the next step is the disbursement of scholarships or granting of fee waivers or free ship schemes. Institution of scholarship, its amount, the decision on the faculty/stream and subject in which it would be given and setting up of eligibility conditions for application by students, the identification, selection and verification of genuine applicants are the challenging issues faced in the implementation of the practice

4. The Practice

To realize this aim the Saraswat Khattri Pathshala Society- the founding body of the College, has generated a Corpus Fund wherein monetary donations from its members, faculty members both serving and retired and other able citizenry, are deposited and invested in fixed deposits. The income generated from interest earned on the fixed amount is utilized for disbursement of scholarships and free ships and grant of fee waivers among girl students both at the undergraduate and postgraduate levels. The facility is extended to needy, meritorious and differently abled students in consonance with the Mission of the College of raising the level of education of girls belonging to the lower and middle sections of the society as well as the minority class so as to help them realize their goals, become self-reliant, economically independent and carve a niche for themselves in the society.

The distinctiveness which the institution has attained on this count can be assessed by the growing amount of monetary contributions being made by members of the Management, Faculty Members and other philanthropists from the Community each succeeding year. Consequently, this facility has enabled many girl students to pursue further higher studies or

take up a career of one's choice.

Once the scholarship amounts are received the notice inviting application from students is put up on the College notice board. After the receipt of applications the deserving students are identified and called for an interview before the Scholarship Committee. The Committee decides upon the list of selected students on the basis of their regular attendance in the course they are pursuing, their merit and the genuineness of their need as well. Finally the list of selected students is notified on the Notice board and students are telephonically informed in person. The scholarship amount is disbursed through cheques. The meritorious students are given the scholarships in the Annual Function of the College to spread the message among larger students about this facility and motivate them to continue making efforts in the academic field even if they face economic challenges in the home. The Institution will provide the financial support for their educational needs. Even the Prospectus of the College for each new academic section mentions in detail about the scholarships and fee waiver schemes.

5. Evidence of Success

Each year the list of Voluntary Donors besides the members of the SKP Society is increasing and the increasing donation amounts reverberate the urge to encourage women education irrespective of the financial background they come from.

6. Problems Encountered and Resources Required The entire process right from notification inviting applications to final selection takes much time and the students get the amount at the end of the session, much beyond the time of requirement. Due to the pandemic the disbursement of scholarship got delayed.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

Stronger Together Campaign

(We put our hands together to help, amid the outburst of pain.

So the ride goes onOn this road called Life.)

The Covid-19 pandemic is considered as the most crucial health calamity of the century and the greatest challenge that the humanity faced since the second world war. In the year 2019, in the month of December, an infectious disease named COVID-19 emerged and grasped the human race across the globe. This disease is caused by SARS-COV-2 virus that affects the respiratory system of human body. Many people infected with the virus experienced some respiratory problem and recovered after the moderate treatment. However, some patients fell seriously ill and needed proper medical attention. In spite of all precautions like use of masks, sanitizers and nationwide lockdown we had to go through a tough phase and all efforts seemed to be in vain. In fact, there was a time when huge crowd of suffering people could be seen in the hospitals, in search of beds and oxygen cylinders. Some sacrificed their precious lives on the altar of the pandemic and some got separated from their loved ones in this chaotic state. Horrible picture of death and devastation distorted our minds completely. We felt so helpless. Indeed, the pandemic has led to a dramatic loss of human life worldwide and presented an unprecedented challenge to public health, food system and the world of work.

However, the catastrophic situation caused by Corona made us realize the significance of food, health and human life. A different face of humanity emerged before us. Social workers and some other institutions came ahead with the objective to

assist the deprived ones. We also felt the need to raise our hands and help the people during this tough period. We believe that unity is strength and by standing together we can form a strong and powerful society. In view of this Saraswat Khatri Path Shala Society and S.S. Khanna Girls' Degree College, Prayagraj started a campaign entitled Stronger Together on 4th May 2021 and took a commendable initiative to provide food and medicine to the patients affected by covid-19. Requisite things like food and medicines were delivered to the families where everyone was afflicted with Corona and none was there to cook their meals and provide medicines to them.

The whole programme was conducted in a very adequate manner. First of all, a committee was formed and information regarding this campaign was published in the Newspaper that the people facing difficulty in home isolation could place order for food and medicines by sharing the covid positive report on any of the circulated whatsapp numbers. They needed to contact at given numbers between 8:00 to 9:00 am by mentioning their personal details like names and address. In the beginning this facility was implemented in the areas of Phaphamau, Lukarganj, Civil Lines, Khuldabad, Meerapur, Kalyanidevi and Kareli. Gradually, Tagore Town, George Town, Colonel Ganj, Alan Ganj, Mutthi Ganj, Kydganj, Baluaghat, Gaughat, Katghar, Mamfordganj and Teliarganj were also included in this list. As soon as the people became aware of the scheme they contacted the team members and received the necessary aid. Several people were benefitted with this practice and appreciated the positive approach of the institution.

The objective of Stronger Together campaign was not only to support the families of Covid patients but also to help those who participated in war against Corona i.e. the Corona Warriors like ambulance drivers and ward boys. They were also given food by the institution. The college provided all necessary help and services to the vulnerable section of society during the time of crisis. Essential things like Dry Ration (daal chawal, atta and cooking oil etc.) and personal care material to orphanages, old age homes and street vendors were also provided.

The Stronger Together campaign has been run successfully under the plausible supervision of the Principal Prof. Lalima Singh. The reputed News Paper Dainik Jagaran has honoured her as the Corona Warrior on 25th August 2021 for her special contribution during Covid times. The eminent academicians and other team members of the Stronger together are- Dr. Ritu Jaiswal, Dr.

Nishi Seth, Dr. Akhlakur Rahman, Dr. Shiv Shankar Shukla, Dr. Durgesh Singh and Dr. Vaibhav Agrawal. The whole team worked together in order to serve the victims to this cruel disease. The campaign - Stronger Together is firmly based on the objective to support those who are need. The process has begun. In future also, whenever the need arises, the institution with all the committed members is always there to fulfil the responsibility towards the community. We believe as in the words of Helen Keller- "Alone we can do so little; together, we can do so much."

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

7.3.2 - Plan of action for the next academic year

Plan of Action for next academic year:

- Installation of Solar panel and use of more LED bulbs for promoting green practices.
- Facility of e-library to be made more effective.
- Establishment of Incubation centre in college under IIC.
- Expansion of lab space for Botany, Chemistry and Zoology department.
- Establishment of Common Instrumentation Facility (Lab) for Science faculty.
- Collaboration with Waymade College of education, Gujarat for academic activities.
- Improving the rain water harvesting facility in college.
- Proposals for more Add-on courses to be invited.
- Additional space to be allocated for B.Ed.
- Organization of National and International Webinars/Conferences.