



YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

1.Name of the Institution

**SADANLAL SANWALDAS KHANNA MAHILA
MAHAVIDYALAYA**

- Name of the Head of the institution **Prof. 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/Submitted_final_AQAR_2022-23-1.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-Calendar-sskgdc22-23.pdf>**5. Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	81.20	2005	28/02/2005	28/02/2010
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
Department of Chemistry, Botany and Zoology	CURIE Grant	DST	2022; 3 Years	6471360
Dr. Preeti Yadav	Short-term Empirical Research	ICSSR	2023; 6 months	1200000
Dr. Anuradha Singh	Visiting Scientist Programme	INSA, New Delhi	2023; 1 Month	30000
Dr. Ritu Jaiswal	Research Program	ICSSR	2024; 2 Years	3500000

8. Whether composition of IQAC as per latest NAAC guidelines **Yes**

- Upload latest notification of formation of IQAC [View File](#)

9. No. of IQAC meetings held during the year **5**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report **No File Uploaded**

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

- If yes, mention the amount

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

***Organized 6 Days Online FDP on Methodical Minds: Building expertise**

in Research Methodologies in collaboration with KR Mangalam University, Gurugram (08th-13th January 2024)

*** Introduction of 7 new Add-on Courses (Certificate course on Environmental Studies, Digital Marketing, 2 courses on Basic computer, Certificate course in Urdu, Diploma and Training in Effective Communication in English and Certificate course in Self Defense)**

***To promote overall development of students Interinstitutional Academic Fest 'Gyanotsav' was organized**

*** The faculty members were motivated to apply for research project in various funding agencies and consequently a group of team applied and received Research program of Rupees 35 lakh from ICSSR and Dr. Meenu Agrawal's wiki Article Proposal submitted to IKS, Government of India Division was approved**

*** National Seminar was organized on "India a \$5 Trillion Economy: A Myth or Reality" (8th and 9th December 2023) by Commerce Faculty of the college**

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
Installation of solar panel as alternative source of energy	Installed
Free Computer education for B.Ed students and NSS volunteers	Two new Add-on courses on basics of computers were conducted free of cost for B.Ed. and NSS students
Organization of National Seminar and FDP	National Seminar on
Organizing National Level Moot Court Competition	National Level Moot Court Competition was organized by Saroj Lalji Mehrotra Centre for Legal Studies of the college on 4th-5th November 2023 wherein 16 teams from institutions across India participated
Founding a Legal Aid Clinic	Legal Aid Clinic has been established
Conducting Green Audit	Green Audit has been conducted
Introduction of new add-on courses	7 new add-on courses were introduced
Construction of new Canteen and Common room	Construction completed
New parking space for students	Construction completed
Annual awareness program on code of conduct for students	Program organized on 16th August 2023
Organization of Summer Coaching	Free summer coaching was organized from 29th May 2024 - 30th June 2024
Organization of Special lecture for Faculty members on Professional Ethics	Lecture was organized on 19th April 2024

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
IQAC	07/12/2024

14. Whether institutional data submitted to AISHE

Part A**Data of the Institution**

1.Name of the Institution	SADANLAL SANWALDAS KHANNA MAHILA MAHAVIDYALAYA
• Name of the Head of the institution	Prof. Lalima Singh
• Designation	Principal
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• Alternate Email address	manjarishkl@gmail.com				
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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-Calender-sskgdc22-23.pdf				
5.Accreditation Details					
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• Name of the statutory body	

Name	Date of meeting(s)
IQAC	07/12/2024

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	08/03/2024

15. Multidisciplinary / interdisciplinary

Interdisciplinary lectures were organized by different department/cells. Details of the same are as below:
 Interdisciplinary lecture was organized by the department of Botany on the topic: (i) "Laws of Thermodynamics" (27/07/2023). Speaker: Dr. Shailendra Kumar Singh (Assistant Professor, Department of Biochemistry, SSKGDC (ii) "Bioinformatics: Tools and Techniques" was organized on 19/03/2024 by the department of Botany. Speaker: Dr. A. Rahman Assistant Professor, Department of Zoology, SSKGDC

16. Academic bank of credits (ABC):

As per the guidelines of the parent institution: University of Allahabad, the college has started collecting the ABC id of students during the time of admission from session 2023-24.

17. Skill development:

Mud Work Artisanry Activity was organized by IQAC and UGC College Committee under Meri Mati Mera Desh Campaign on 14th August 2023. 15 days Moonj Craft Training-Cum-Workshop for students of the college was organized from 27th May to 12th June 2024 under the banner of ICSSR sponsored Research Program titled "Tirthraj Prayag Ki Amulya Virasat: Dushera, Kumbh Evam Moonj Shilp ke Sandarbh Mein".

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

Bilingual teaching (Hindi and English) At graduation level teaching of Hindi and Sanskrit as subjects are undertaken Internship project is offered to students under IKS Division

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

Every department of the college has prepared their course outcome and program outcome which is communicated to students and

displayed on college website. Summer vacation period of students are utilised in preparing them for competitive examinations through Free Summer Coaching run by the institution.

20.Distance education/online education:

Not yet implemented.

Extended Profile

1.Programme

1.1	575
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	3005
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	777
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	100
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	103
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	48
Total number of Classrooms and Seminar halls	
4.2	295.516
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	192
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	
Our institute operates as a constituent college under the governance of University of Allahabad, adhering strictly to its guidelines. Conforming to the stipulations set forth by the University, NCTE and BCI, we meticulously follow their prescribed syllabi and academic calendars for admissions, registration and examinations. The procedure for delivering the course curriculum is as follows: Program-specific syllabus and Academic Calendar are received from the University, meticulously scrutinized by Conveners	

and teachers. Subsequently, an annual workload is allocated to teachers for the preparation of teaching plans encompassing lectures, tutorials and lab classes before the commencement of each semester/session. This information is then conveyed to students through departmental timetable.

- Academic Calendar of the College is formulated by the Principal in collaboration with the relevant committee and disseminated to all pertinent stakeholders.
- Regular review meetings, conducted by the Convener with teachers, ensure ongoing monitoring of syllabus coverage and attendance.
- At the conclusion of each session/semester, student feedback is systematically collected and any identified shortcomings/areas for improvement are communicated to the respective committee for implementation.

The Principal and Management rigorously review the performance analysis of students conducted by Departmental Committees, led by Conveners. Corrective measures are discerned and implemented as necessary.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

The institution aims at holistic development of the students and takes keen interest in CIE. At the time of admission, the counselling desk offers psychometric testing facility for the assessment of students' intelligence, aptitude, interest & personality. The college provides technologically enabled infrastructure for all Arts, Commerce, Science and law students making it possible for all students to engage in an appropriate teaching learning process. All the departments prepare Time Tables in the beginning of the semester and all the faculty members strictly adhere to their individual time tables for effective implementation and smooth functioning of class work without any hindrance. The diagnostic assessment is done by teachers by analyzing percentage in the qualifying examination. Class room interactions, mentor- mentee interface and tests are key methods of determining level of students. The assessment of learning

levels is further followed up by mentoring teachers, thus facilitating the operational methodology for proactive formative assessment. Tests are designed for students for different learning capabilities. Innovative learning to all students is provided by conducting through internships, projects, and field trips. Majority of the departments of college conduct specific Certificate courses, Bridge courses etc. for students who require extra knowledge there by augmenting their academic standards. For all first year students Orientation Programs are organized in the beginning of every year to bring awareness among students about college premises and faculty.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	https://sskhannagirlsdc.ac.in/pdf/AcademicCalendar2024.pdf

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

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	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	View File
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)****15**

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**1082**

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 related issues, Extension Committee, etc.

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

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

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

435

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

1.4 - Feedback System

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

1.4.2 - Feedback process of the Institution may be classified as follows		A. Feedback collected, analyzed and action taken and feedback available on website
File Description	Documents	
Upload any additional information	View File	
URL for feedback report	https://sskhannagirldc.ac.in/web.php?page_url=feedback	
TEACHING-LEARNING AND EVALUATION		
2.1 - Student Enrollment and Profile		
2.1.1 - Enrolment Number Number of students admitted during the year		
2.1.1.1 - Number of students admitted during the year		
1240		
File Description	Documents	
Any additional information	No File Uploaded	
Institutional data in prescribed format	View File	
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)		
2.1.2.1 - Number of actual students admitted from the reserved categories during the year		
591		
File Description	Documents	
Any additional information	No File Uploaded	
Number of seats filled against seats reserved (Data Template)	View File	
2.2 - Catering to Student Diversity		
2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners		
Students are counseled at the time of admission and an orientation program is organized in which students are familiarized with the		

course, mode of teaching and assessment criteria. Every teacher during class interaction identify student potential and then devise strategies to reduce the gap in knowledge and skills. Students are attached with mentors as per their need. Mentors monitor the academic progress of students with special needs. They are provided an appropriate learning environment with the support of peer learning and modification of teaching methods passed on the needs of students. Their academic needs are assessed, and each mentor makes sure that they provide the required support to the student, be it technological or verbal, to ensure better learning. Remedial classes are conducted for slow learners on regular basis. Advanced learners are encouraged and facilitated to study beyond the requirement of the syllabus as well as to take up online additional courses during semester breaks, participation in various academic programs (seminars, workshop, etc.) . Several scholarships and awards are in place to reward the advanced learners for their excellence. The mentors council students regarding the scope of different courses being offered as well as provide guidance in relation to their mentors' aptitude and competence.

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
3005	100

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

For the holistic development of students, the college adopts student centric methods such as participative learning, experiential learning, and problem-solving methodologies which provide a conducive learning environment. Adhering to formal

pedagogy all programmes have stipulated curriculum following which the students engage in assignments, projects, internal exams, field-based research activities, viva voce, classroom/ppt presentations etc. PG students are encouraged to take up projects on socially relevant areas. Apart from these pedagogical methods, informal mode of teaching is also implemented to enhance learning experience such as movie/documentary screening, participation in webinars, poster displays, meet the academic expert lectures, publication in college newsletter, attending training programmes and workshops, internships etc, which enables the students to link theory with practice, apply their knowledge and develop new skills. Responding to the current scenario teachers adopt ICT and multimedia-based teaching-learning methods. They use flipped classroom and blended learning methods, LMS Google classroom, recorded YouTube audio-video lectures, podcasts. Peer teaching, interdisciplinary lectures, group discussions, encourage students to develop concept maps as part of teaching learning activities which give impetus to holistic development of students. It has played a vital role in enriching the online learning experience of students. An effective mentor-mentee system ensures the students achieve the best academic guidance, receive appropriate counselling and become the best version of themselves.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

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, google classroom 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. 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.

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

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

2.3.3.1 - Number of mentors

99

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
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

100

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****75**

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****933**

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.

Internal assessment is a process of evaluating the performance of a student by the teacher. The academic process and assessment of the students throughout the year is measured through group discussions, home assignments, projects, class tests, seminars etc. Teachers create a colloquial atmosphere in the college so that the students feel free to ask their doubts and questions to concerned teachers to satisfy their queries regarding assessment. The mechanism of internal assessment is transparent to ensure fairness and equity. At the beginning of academic session college forms internal assessment committee for effective implementation of

internal assessment of the students. The teachers provide a time-table for the summative exam of each semester and the college follows it. For transparency in internal assessment each faculty members shows evaluated answer books to students. It also helps teachers to identify the slow and advance learners, and problems faced by the students during the study. Practical and project examination are also conducted by an external examiner appointed by the University. The mid-term exam question papers are prepared by the subject teacher as per University syllabus and guidelines. There is a grievance redressal all in the college to take care of the quandaries of the students regarding the assessment and evaluation process.

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

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

Internal assessment in the Institution (T1,T2 and mid-term exam) for post graduate courses and home examination for undergraduate courses is highly transparent and robust. At college level, examination committee is constituted which takes care of the conduct of internal examination. The college follows strictly the guidelines and rules issued by the university while conducting internal examination. The evaluation process is made transparent by orienting the student about the process.

PG level:-For internal assessment 40 marks are assigned. There are 2 internal assessment (T1 and T2) of 20 marks and one mid-term exam of 20 marks in each course in a semester. The best scores out of the two T1 and T2 is taken in arriving the final grades in the course. Before sending the marks in University the answer books are shown to the students. Faculty members individually justify the marks scored by students.

U.G. level: For undergraduate students, home examination is conducted in the mid December or after winter vacation i.e. first week of January to prepare/guide the students for final examination. The teachers conduct class test and viva regularly. The answer sheets of class test and exam are evaluated and the students who had poor performance are suggested to improve their performance. Each subject teacher and conveners of the department

take up the responsibility to redress any grievance related to internal exam and mid-term exam queries.

The College holds a P.T.A. meeting every year.

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	Nil
Upload COs for all Programmes (exemplars from Glossary)	View File

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

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. 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 and sent to concerned authorities.

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

777

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/pdf/AnnualReport2023-24.pdf

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://sskhannagirlsdc.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)

112.0136

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

25

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

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

8

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	View File
Paste link to funding agency website	Nil

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, teachers and students to organize seminars, conferences, workshops, and skill-based courses. The major initiatives of the college in this direction areas follows:

- **Establishment of SSK IIC:** In the college, from the session 2020-21, under the guidelines of the Innovation Cell, Ministry of Education, Institution's Innovation Council has been constructed, to systematically foster the culture of innovation and start-up ecosystem in the college. SSK IIC received 4out of 5 star rating by Ministry of Education in 2021-22.
- **Diploma in Fashion Designing:** UGC approved diploma in Fashion Designing has been started in 2020-21 to include 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 techniques. Research Cell: To create awareness about responsible conduct of research, thesis,promotion of academic integrity and prevention of misconduct including plagiarism in academic writing among student, faculty, researcher and staff.
- **IPR cell:** IPR Cell of the college motivates students and faculty membersto prioritise and respect originality of ideas
- **Indian Knowledge System:** SSKGDC integrates Indian Knowledge

System into all aspects of learning and activities. Students delve into India's rich cultural heritage through curricular content and the observance of significant national days, festivals, and events.

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

28

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

3.3 - Research Publications and Awards

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

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

2.4

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	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****27**

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****44**

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 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	Nil
Upload any additional information	View File

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

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

1

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

53

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

2360

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	No File Uploaded
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****6**

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

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

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

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 48 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 132 computers available for the teachers as well as students and 60 laptops exclusively for the teachers. Moreover, the college has 39 printers, 23 projectors, 07 black & white and color photocopier, 3 scanners and 14 classroom speakers with collar mike. Further, there are more than 3000 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. Indoor-Hall is equipped with indoor games 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 intercollegiate as well as intra-collegiate sports tournaments. Open tournaments: Students are officially permitted whenever they have to attend tournaments at University/State/National levels. 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 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 awareness camps, blood donation, activities in old age homes 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: 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.

37

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)****232.021**

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

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

The name of the software used for the library – SOUL 2.0 from 2018 (Upgraded SOUL 2.0 to SOUL 3.0 from 2023). The Library is fully automated by the Soul 3.0 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. All books are bar coded, delivery and return of books is done with a bar code reader so that transactions are easy and error free. The software SOUL3.0 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). The library has a total of Approx. 31,000 books and footfalls are approx. 151 per day. The Library (well-equipped computer facilities) caters digital learning and downloading of useful documents for users. The library is well equipped and efficiently maintained with computer user friendly. College has two well equipped departmental libraries (for B. Ed & Legal Studies) besides the central library.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://sskhannagirldc.ac.in/library.php

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)

7.74204

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)**4.2.4.1 - Number of teachers and students using library per day over last one year****351**

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

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

In the 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 Airtel (Greentech) internet connection of (fiber – optic cable) 100mbps speed and Railwire (Silverline Entertainment) Broadband internet connection of (fiber – optic cable) 300mbps 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 19:1 and they use the system during their free time apart from their scheduled classes.

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

4.3.2 - Number of Computers**192**

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)****232.021**

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: 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 white-washing, constructing / renovating buildings and other repair works.

Finance/Purchase Committee: 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 committee looks after the cleanliness and beautification of the college.

Library Advisory Board: College has a Library Advisory Board which looks into the matter of maintaining and proper functioning of the library. The issues concerning purchase and up-gradation of library facilities are decided in this committee. Library also provides online repositories through subscription to DELNET, INFLIBNET, NLIST. **Computer Maintenance Committee:** 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.

Website Committee: Website committee manages and looks into the matter of information sharing and uploading on the college website. **Sports Committee:** The sports committee is responsible for organising sports events in the college and co-ordinating the regional, state and national level sports events.

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

876

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	View File
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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

234

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

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

A. All of the above

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

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**400****5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year****400**

File Description	Documents
Any additional information	View File
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**

33

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

5.2.2 - Number of students progressing to higher education during the year**5.2.2.1 - Number of outgoing student progression to higher education****97**

File Description	Documents
Upload supporting data for student/alumni	View File
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****14**

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.

15

File Description	Documents
e-copies of award letters and certificates	View File
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)

The College has a very structured and constitutionally elected Student council. The college has constituted various committees and student representatives are appointed in the same committees to provide a platform for participation of students in different events. 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 cocurricular, extra-curricular activities and alumni meet annually. **Office bearers:** President, Vice President, General Secretary, Joint Secretary, Deputy Joint Secretary, Cultural Secretary, Student Representatives. **IQAC:** 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. **Women Cell:** The Women Cell is constituted to help maintain a harmonious atmosphere at the Institute, to enable women to pursue their work with dignity and reassurance and suggest measures for providing a safe working environment for women on the campus and to recommend actions to be taken by the institute from time to time in order to deter the commission of any acts of sexual harassment or gender discrimination in any

form. Every year a Gender Champion is selceted as per the rules. Students' representative are also part of college development

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

11

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

5.4 - Alumni Engagement

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

Alumni Association of our institution acts as a link between the Alma Mater and the Alumni. Chief objective of this association is to provide a platform for interaction between alumni and present students and to make available the expertise and experience of alumni for the development of research and educational activities of college. In view of this a Lecture on "How to Crack UGC, JRF/NET, PGT, TGT Exam" was organized by Alumni association of S.S. Khanna Girls' Degree College on 18th December 2023. Therefore, in order to create awareness among the students the lecture on this relevant theme was conducted by Mrs. Anupma Shukla, alumna of our College and at present, Assistant Professor United Institute of Management Naini, Prayagraj. She was invited as the Guest

Speaker to enlighten the students with her knowledge. The whole programme was conducted under the supervision of the Principal Prof. Lalima Singh, Chairperson, Alumni association Dr. Arifa Begum and all the committee members.

- An alumni meet was organized by Alumni Association, S. S. Khanna Girls' Degree College in the conference room of the college on 04.05.2024 for the reunion of former students of the college. The meet formally started with welcome address by the Principal of college Prof. Lalima Singh, which set the tone for the gathering. In her address, she highlighted the significance of alumni engagement and the contributions former students can make to the college community.

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?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.

A team of six faculty members of the college was granted a Short Term Empirical Research Project in August 2023 by Indian Council of Social Science Research. The ICSSR Short Term Empirical Research Project team felt the need to purchase of a laptop, a printer, and a hard drive for the purpose of their research project. The demand for the same was resolved by the Project committee in a meeting dated, 18.11.2023, and forwarded by the committee to the Computer Maintenance Committee. The Computer Maintenance Committee of the college in a meeting dated 30.11.2023 taking note of the request invited quotations from various vendors, and forwarded the same to the Purchase Committee.

The Purchase committee in a meeting dated, 15.12.2023 approved the purchase of the laptop, printer and external hard drive from the vendor quoting the lowest price.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

In line with its commitment to sustainable development, the College has embarked on a Green Energy Initiative aimed at reducing its reliance on non-renewable energy sources. The college took a significant step towards this in a meeting of the IQAC dated 24.01.2024 and resolved that solar panels should be installed in the campus. In light of this resolution, 50 KW solar panels have been installed over the building of the Law faculty. This initiative underscores the College's dedication to environmental sustainability and its efforts to promote eco-friendly practices on campus. The information of the same was provided in a meeting of the Governing Body dated 16.02.24.

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

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.

A constituent college of the University of Allahabad (AU), it is maintained by the Saraswat Khatri Pathshala Society, subject to sub-clause (f) of clause 3 of AU 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 manage 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 AU Ordinance.

Information:

File Description	Documents
Paste link for additional information	https://www.allduniv.ac.in/pdf/Ordinance.pdf
Link to Organogram of the institution webpage	https://sskhannagirlsdc.ac.in/web.php?page_url=organ
Upload any additional information	No File Uploaded

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	View File
Any additional information	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-imbursement 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 (self-financed staff).
- 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

28

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

25

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.

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 are 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. Rakesh Kapoor & Associates, and the report is submitted to the society. 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)

36.1

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) in order to meet other expenses 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. 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 which is like this – For Teachers: - 1.Funds for personal projects. 2.Workshops, Seminars, Lectures of resource persons for their skill development. 3.Dr.V.S. Bhatnagar fund for retired teachers. 4.Free laptop and Computers for teaching and learning. 5.DELNET Services.

For Students: - 1.There are various Scholarship for the students. 2.Fee refund facilities for poor background students. 3.Free skill Development Program. 4.Free Educational tour. 5.Canteen facilities. 6. 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.

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

6.5 - Internal Quality Assurance System

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

IQAC of College always makes efforts to uplift the quality standard of the institution. In the session 2023-24, besides doing the mandatory work and providing guidance to various departments, IQAC of the college organized following activities:

- 1. A special lecture by Major (Dr.) Harsh Kumar, Joint Registrar, Allahabad University, Prayagraj on the topic of "Bhartiya Gyan Parampara Mein Mulya Avam naitikta ka Bodh" on dated 16 September 2023.**
- 2. A special lecture entitled "Prachin Bharat mein Shiksha ke naitikta aur vartman Shiksha Niti 2020 Ek vimarsh" for the faculty members by Prof. Jatashankar, Former Head, Department of Philosophy, Allahabad University, Prayagraj on dated 19 April 2024.**
- 3. Apart from the above-mentioned major activities, the IQAC continued its regular practice of conducting summer coaching, Publication of journal, newsletters, collecting students' feedback and Performance Appraisal of Staff.**

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

◦ 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 in various subjects in the month of December or January. 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. Home examinations are intentionally conducted in the month of December or January so that students can get enough time, approximately two months for improving their performance for the final examination.

◦ **Mentor Mentee System**

For relieving academic stress of the students, mentor-mentee system is operational in the college. Under this system, 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.

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

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

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://sskhannagirlsdc.ac.in/web.php?page_url=a_report
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The college fosters a gender-sensitive and inclusive learning environment by providing resources. The College's Women Cell launches programs to introduce students to potential solutions for the gender problems they may encounter. The Cell organized following activities

- Poetry Competition on 5 July 2023
- Online Article Writing Competition on 10th Dec. 2023(International Human Rights Day)
- Awareness Drive through Poster Making Competition on 15 Dec 2023
- Project Making Competition on 24th Jan 2024 (National Girl Child Day)\
- Making of Selfie Point in College on 19th feb 2024
- Speech competition on International Women's Day (8th March 2024)

a.) Safety and Security: At the start of each session, every student receives an identity card verifying their bona fide status, required for campus entry. After admissions close, the Proctorial Board holds a mandatory meeting for all students, where the Proctor outlines the college rules and code of conduct.

Counselling, Common room and Day care center facilities are also available

- The institution offers medical facilities through a Health

Cell, overseen by Dr. Vandana Raj Gupta (B.H.M.S.), for students and faculty. Regular health check-ups are conducted, and the NSS units organize lectures, workshops, and health camps

- The institution promotes single girl child education by providing scholarships to eligible students.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://docs.google.com/document/d/1X0PZtoYrZYJGxKCGzNdexvJ003wWX9PE/edit?usp=sharing&ouid=107207187396076489054&rtpof=true&sd=true

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

A. 4 or All of the above

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

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

SOLID WASTE MANAGEMENT: 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, further it is transferred into the clear bag, tied or taped 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 are kept separately and finally given for 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 deactivated with bleach. Finally the reagent which is used for disinfectant are pour down into sink drain connected to the campus sewage system and flushed with excess of water. A compost pit has been built in the Botanical garden for recycling of biodegradable wastes. The degraded biodegradable wastes are used as nutrient 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	View File

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

C. Any 2 of the above

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

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

1.Restricted entry of automobiles

2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping	
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	C. Any 2 of the above
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
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 :	B. Any 3 of the above

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	View File
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded
7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).	
The institution provides an inclusive environment by conducting various activities devoted to tolerance and harmony towards cultural, regional, linguistic, communal and other diversities. The following activities were conducted by the college such as • Sanskritik Saptah – Various competitions such as essay, rally, poster making were organised. • Lecture on Understanding Values and Morality in Indian Knowledge Tradition • A Paper Writing Competition on “An Outline of Bhagwat Gita” • A PPT presentation on Philosophy of Charvaak • A number of programmes under government initiatives such as Meri Maati Mera Desh , Ek tareekh ek ghanta, Amrit Kalash Yatra • A Speech Competition on Unsung heroes of Freedom Struggle • A Video making competition on Historical Heritage of Prayagraj • A Poster Making Competition on Cultural Heritage of India • Virtual tour of Ajanta Caves on the occasion of World Heritage Day • Creative Writing Contest on self-composed poem, short story, drama in Hindi/English/Sanskrit/urdu languages.	

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

In the Academic session 2023-2024 the institution organised a plethora of activities to sensitize students to the constitutional obligation:

1. The institution organised a quiz competition on 25th November, 2023 to commemorate the Constitution Day. Around 150 students participated from the department of political science and the Saroj Lalji Mehrotra Center of legal studies.
2. Matdata Jagrukta Abhiyaan was organised by the college on 2.12.2023 in which the officers of SVEEP (Systematic Voter's Education and electoral participation) were present.
3. A Poster Competition on the theme Voting Awareness was also organised under the Matdata Jagrukta Abhiyaan.
4. Voter Awareness Day was celebrated on 25.01.2024 to spread awareness among the volunteers about the importance of a vote and an oath taking ceremony was held.
5. The students of the institution participated in The Pre Republic Day Parade Camp organised by SHUATS. The objective of this programme was to sensitize the students towards the significance of our constitution.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://docs.google.com/document/d/1xPNhYX60y0FcDv3YfpET0q2LrHz5L07f/edit?usp=sharing&ouid=107207187396076489054&rtpof=true&sd=true
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers,

A. All of the above

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	View File
Any other relevant information	No File Uploaded

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

- World Bicycle Day June03, 2023**

NSS Wing (Unit-56, 57, 58 & 59) of S. S. Khanna Girls' Degree College celebrated World Bicycle Day on 03.06.23.

- World Environment Day June05, 2023:** World Environment Day was celebrated by the NSS Wing of S. S. Khanna Girls' Degree College in the collaboration of Eco Club of the college on 05.06.2023.
- International Yoga Day June21, 2023 :** International Yoga Day was celebrated by the volunteers of the NSS Wing of S. S. Khanna Girls' Degree College on 21.06.23.
- National Unity Day :** The National Unity Day was celebrated by the NSS Wing of the college on 31.10.2023. On this occasion Run For Unity Campaign was organized to commemorate the birth anniversary of Sardar Vallabhbhai Patel, who was India's first Deputy Prime Minister of India. The NSS volunteers also took National Unity Day Pledge with the programme officers to make their unity and solidarity for the progress of the country.

- **National Science Day 2024:** Saroj Lalji Mehrotra Science Faculty of S.S. Khanna Girls' Degree College, Prayagraj, commemorated National Science Day: A Day of Discovery and Innovation on February 28, 2024, organized by the Institution's Innovation Council (IIC) & Science Association. T

Physics department presented Working Model Exhibition in the National Science day on February 28, 2024 to mark the discovery of the Raman effect by Sir C. V. Raman in 1928.

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	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

Best Practice 1 - Thank You Fund

In order to felicitate the retiring employees of the college, who work under the self financed capacity, a 'Thank You Fund' is generated by S.S. Khanna Girls' Degree College. It applies to those employees who have completed 20 years of service in self- financed capacity. The generous amount offered is rupees 5 lakhs to the teachers, Rupees 3 lakhs to class three employees and Rupees 2 lakhs to class four employees.

Best Practice 2- Para Legal Volunteers

College has established a Legal Aid Clinic cum Front Office of UP State Legal Services Authority. A request was made to the UP State Legal Services Authority Prayagraj for permitting the establishment of a front office of UP State Legal Services Authority at S.S. Khanna Girls' Degree College, Prayagraj. The request was approved by the UP State Legal Services Authority. The UPSLSA had sanctioned an amount of Rs. 1,00,000/- to the DLSA Prayagraj for the establishment of the front office vide letter

no. 1006/SLSA-107/2021 dt. 27th March 2023. The Front Office is run by final year students of Saroj Lalji Mehrotra Centre of Legal Studies, who are engaged as para legal volunteers (PLVs). The PLVs are engaged at a consolidated stipend of Rs. 20,000 each for a period of six months. The stipend amount is sponsored by the Sar-La Education Trust, Mumbai. All the expenditure incurred on day-to-day functioning of the Office is borne by the college.

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

In reverent remembrance of its former President, the Late Prof. D.D. Khanna, former Head of the Department of Defence Studies, University of Allahabad, the Saraswat Khatri Pathshala Society instituted a National Level Academic award "Damodarshree," which in itself is a pioneer in the field of education. This competition is held every year with great enthusiasm on 2nd October to celebrate the spirit of Gandhi Jayanti and foster in the students a spirit of enquiry and independent thinking and social change through thought and intellectual debate. The topic of this year's Damodarshree 2023 was "World we are in, World We Wish to Create." It was proud to note that College received 504 entries from various premier institutions across the country. The essay competition truly displayed a genuine national fervor.

Details of the prizes are as follows:

- First prize carries cash Prize of Rs. 2 lakhs and a Gold Damodarshree Trophy.
- First runner-up; receives a Silver Damodarshree Trophy, a cash prize of Rs. 1 lakh and a certificate.
- Second runner-up receives a Bronze Damodarshree Trophy, a cash prize of Rs. 50 thousand and a certificate.
- Special Award of Rs. 30,000 and a certificate.
- Outstanding Undergraduate Entry Prize of Rs. 30,000 and a certificate.

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

For a holistic Education

- Setting -up an Incubation Centre for brain storming and entrepreneurship.
- New classrooms for Faculty of Teachers' Education.
- Adoption of village/school for community service to develop a sense of responsibility in the students towards the community.
- 'Shaping the career' scheme in which academic support and facilitation will be provided to outstanding students for realizing their dream career.
- New skill enhancing Add-on courses to be introduced.
- LLM course to be introduced by the Saroj Lalji Mehrotra Centre for Legal Studies.
- Introducing more scholarships to support needy and reward meritorious students.

For better facilities to the students

- Transforming into a green -energy college by installing solar panels
- Establishment of new canteen
- Construction of new common room
- Constructing a new Parking space for students