



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution

**RRMK Arya Mahila Mahavidyalaya
Pathankot**

- Name of the Head of the institution **Dr. Gurmeet Kaur**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **01862220092**
- Mobile no **9914377007**
- Registered e-mail **principal_rrmkaryacollege@rediffmail.com**
- Alternate e-mail **NA**
- Address **Shahpur Chawk Pathankot**
- City/Town **Pathankot**
- State/UT **Punjab**
- Pin Code **145001**

2.Institutional status

- Affiliated /Constituent **Affiliated**
- Type of Institution **Women**
- Location **Urban**

- Financial Status **Grants-in aid**
- Name of the Affiliating University **Guru Nanak Dev University,
Amritsar**
- Name of the IQAC Coordinator **Dr Rupinderjit Kaur**
- Phone No. **78887488681**
- Alternate phone No. **01862220092**
- Mobile **9815021705**
- IQAC e-mail address **rupinderjitgill177@gmail.com**
- Alternate Email address **NA**

**3. Website address (Web link of the AQAR
(Previous Academic Year)**

<https://rrmkaryacollege.org/rrmkarya/userfiles/file/2018-2019.pdf>

4. Whether Academic Calendar prepared during the year?

Yes

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

<https://rrmkaryacollege.org/rrmkarya/userfiles/file/calendar%202020-21.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.38	2009	15/06/2009	14/06/2014

6. Date of Establishment of IQAC

02/11/2007

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
0	0	0	0	0

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

[View File](#)

9.No. of IQAC meetings held during the year **2**

- 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)

- * Promoted and organized webinars in Covid Periods.
- * Organized vaccination camps at college campus
- * Special Scholarship arranged for the needy but intelligent students
- * Training given to students regarding online classes and exams
- * In collaboration with NSS, IQAC conducted Covid awareness Camps at remote areas

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
At the beginning of this academic year, IQAC took steps to encourage and motivate students from every department to pursue their active participation in student seminars, workshops, debate, quiz, cultural competitions in our own college campus	Many students were motivated by different approaches made by the teachers. Many of our students participated in webinars and got certificates for the same.
The IQAC put enormous efforts to arrange seminars and workshops for ICT enabled teaching learning methods.	At the end of this academic year, we all saw the benefits of such arrangements. Specially at the time of pandemic, these online methods helped the teachers to maintain the uninterrupted teaching learning process
IQAC put great efforts in organizing camps for Covid awareness	Society was benefited from these camps. Masks distribution also carried out through these camps that helps in preventing spread of this virus.

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Managing Committee	26/10/2021

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

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• Name of the Head of the institution	Dr. Gurmeet Kaur
• Designation	Principal
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• Alternate phone No.	01862220092				
• Mobile	9815021705				
• IQAC e-mail address	rupinderjitgill177@gmail.com				
• Alternate Email address	NA				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://rrmkaryacollege.org/rrmkarya/userfiles/file/2018-2019.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://rrmkaryacollege.org/rrmkarya/userfiles/file/calendar%202020-21.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.38	2009	15/06/2009	14/06/2014
6.Date of Establishment of IQAC			02/11/2007		
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	
0	0	0	0	0	
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• Upload latest notification of formation of IQAC			View File		
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<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
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<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Managing Committee	26/10/2021
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2019-20	24/01/2020
15. Multidisciplinary / interdisciplinary	
College is multidisciplinary as it host courses under different streams including Arts, Commerce, Science, Skill development etc.	

furthermore, College host PG as well as UG courses. The courses available in the institution are

BA/B.SC ECONOMICS
 B.SC COMPUTER SCIENCE
 B.SC NON-MEDICAL
 BCA
 B.COM
 B.SC FASHION DESIGNING
 DIPLOMA STICHING AND TAILORING
 DIPLOMA COSMETOLOGY
 PGDCA
 PG DIP GCFD
 M.SC COMPUTER SCIENCE
 M.SC FASHION DESIGNING
 M. COM
 MA PUNJABI
 MA POLITICAL SCIENCE
 B.LIB

16.Academic bank of credits (ABC):

Not Applicable

17.Skill development:

Department of Computer Science, English, Fashion Designing and Cosmetology provide extra courses for enhancing the skills of the students. College also provide certificate for the same. The courses include

1. Basic of computer
2. Communication Skills
3. Costume Design
4. Beautician

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

Not Applicable

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

College has both UG as well as PG Courses. The semester system has been followed. Every course has a predefined syllabus. Students need to attend the classes and understand the course

curriculum. The outcome is analysed on the basis of exam conducted by the university.

20.Distance education/online education:

N.A.

Extended Profile

1.Programme

1.1	37
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	906
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	171
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	342
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	46
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Number of full time teachers during the year						
<table border="1"> <thead> <tr> <th>File Description</th> <th>Documents</th> </tr> </thead> <tbody> <tr> <td>Data Template</td> <td>View File</td> </tr> </tbody> </table>			File Description	Documents	Data Template	View File
File Description	Documents					
Data Template	View File					
3.2	Number of sanctioned posts during the year	46				
<table border="1"> <thead> <tr> <th>File Description</th> <th>Documents</th> </tr> </thead> <tbody> <tr> <td>Data Template</td> <td>View File</td> </tr> </tbody> </table>			File Description	Documents	Data Template	View File
File Description	Documents					
Data Template	View File					
4.Institution						
4.1	Total number of Classrooms and Seminar halls	35				
4.2	Total expenditure excluding salary during the year (INR in lakhs)	15354470				
4.3	Total number of computers on campus for academic purposes	112				
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						
<p>R.R.M.K .Arya Mahila Mahavidyalaya endeavour to bestow quality education in an innovative and exhilarating environment to its students to inculcate ethics humanity and professionalism in them. A well planned curriculum enables to achieve these goals. Institution has a well planned mechanism for effective curriculum delivery and documentation. College develops action plan for effective implementation of the curriculum in the new academic session beginning mid July every year with the active participation of teaching faculty and non teaching staff before the start of every session. The teacher incharges hold departmental meetings with the faculty members and other staff to identify the requirements of their respective department and sketch the academic and extra curriculum calendar for the coming</p>						

academic session. College conducts various meetings for designing and implementing the curriculum. The teachers are also sent to participate in various meetings/ workshops organised by the university from time to time to update knowledge on curriculum and to improve teaching practices.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	http://www.rrmkaryacollege.org/rrmkarya/userfiles/file/calendar%202020-21.pdf

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

Before the commencement of each semester, University notifies an academic calendar for all the programs, which contains the date of commencement, last working day of the semester, project/internshipschedule and dates for semester-end examinations. College adhere to the university calendar corresponding to each course.

To make the students prepare for examination, house test and class tests were taken. Student performance is continuously monitored and weak students are focused upon from improving the results.

The academic calendars help faculty members to plan their respective course delivery academic and co-curricular activities. Department heads closely supervise and monitor the completion of the syllabus as per the lesson plan prepared by faculty members. Syllabus coverage for each CIE is decided well in advance and faculty members adhere to it.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://rrmkaryacollege.org/AllItemView.aspx?Type=Page&Id=40108

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

C. Any 2 of the above

University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

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

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

0

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

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

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

0

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

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

0

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

1.3 - Curriculum Enrichment

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

Gender equality

Every activity and program of the circular of the institute should provide equal opportunity for the development of the girl students and the female staff. For maintaining equality among the staff and students, the Women's development cell and Anti-ragging cell are active.

Environment awareness

Environment study is a part of the curriculum of the institution. Environment day is celebrated with enthusiasm. NSS students along with other college students participate in tree plantation and cleanliness programs.

Human rights:

Human rights are the basic rights enjoyed by all. We at the institute make sure that no violation of human rights take place. We celebrate 10th December as 'Human Rights Day' to spread awareness of Human Rights and motive everyone to make the proper

use of basic rights.

Moral and ethical values:

Moral and ethical values are an integral part of the education of the students. The college ensures the students can get Vedic Sanskar through monthly Hawan Yagya. Our teachers put their best efforts to groom students and making them responsible citizens. We celebrate the day of Nation importance which imbibes the nation's values in the students. Independence day, Republic day, Teacher`s day, Voters Awareness Day, International Yoga Day, World Environment Day, Youth Day, 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.	No File Uploaded

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

3

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

1.3.3 - Number of students undertaking project work/field work/ internships	
77	
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	C. Any 2 of the above
File Description	Documents
URL for stakeholder feedback report	http://www.rrmkaryacollege.org/AllItemView.aspx?Type=Page&Id=40120
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded
1.4.2 - Feedback process of the Institution may be classified as follows	C. Feedback collected and analyzed
File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	

2.1.1.1 - Number of students admitted during the year	
906	
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	
171	
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	
<p>The institution assesses learning levels and organizes special programs for both slow and advanced learners. remedial classes in the form of extra classes are conducted for helping the students who are slow learners. Continued learning programs are carried out. regular explanations of topics from the basic levels are forwarded to the students. they are provided details of the topics. the students are motivated to interact with their teachers and the teachers in return takegeneralized opinions of the understanding of students. even for the advanced learners, special bonus classes are undertaken. they are provided with extra details related to the topic. regular testing is done in order to channelize the energies of advanced learners in the appropriate direction. discussions are done and students are motivated to share their options regarding the topic.</p>	

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
906	46

File Description	Documents
Any additional information	No File Uploaded

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

Student-centric methods such as experimental learning, participative learning, and problem-solving methodologies are used for enhancing learning experiences among students. Assignments are provided to the students to have a clear understanding of the topics they have studied. They are required to give their opinions regarding the topic. Presentations are given to the students so that they are able to express their opinions about a topic which will help them to improve their communication skills. Even class interactions enable the students to develop their confidence and give them a chance to express themselves. Even during the online classes, the teachers would hard to train the students to express their opinions and even develop a patient hearing to other's viewpoint. All these methods have paved a path for the improvement of students at their academic and extracurricular levels.

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

The institution followed ICT-enabled teaching during the covid times. The faculty members used IT-enabled learning tools such as PPT, video clippings, audio systems, online sources to expose the students to advanced knowledge and practical learning. The major emphasis was clarifying topics through assignments, group discussions.

The teachers of the college used online education resources, social networking sites, blended learning platforms like google classroom to effectively deliver teaching and provide an enhanced learning experience to the students. All the teachers used ICT tools to teach and train their students on YouTube, Emails, WhatsApp groups, zoom, google classroom were used as platforms to communicate, provide materials syllabus, make announcements, conduct tests upload assignments, and make presentations. The teachers uploaded students' attendance.

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

40

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

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

44

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

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

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

4

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

Dr. Gurmeet kaur-24yr,Dr.sunita Dogra-36,Mrs.Meena Kumari-30.9 yr, Dr. Narindera Kaur-22.8yr,Dr.Rupinderjit kaur-20.9yr,Mr.Tarun Mahajan-15.4yr,Mrs.Kamlesh Salaria-25

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

2.5 - Evaluation Process and Reforms

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

The Institution's mechanism of internal assessment is transparent and robust in terms of frequency and mode . Regular monthly tests were conducted through discussions as well as written tests . The students forward the Pdf to the concerned teachers through discussion. The topics were clarified to the students throughout the pandemic time was a challenge but the students were assessed in a continuous manner.

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

There is complete transparency in the internal assessment. The criterion adopted is as directed by the university. At the beginning of the semester, faculty members inform the students about the various components in the assessment process during the semester. The internal assessment test schedules are prepared as per the university and communicated to the students well in advance. Evaluation is done by the course handling faculty members within three days from the date of examination. The corrected answer scripts at random are verified by HOD to ensure the standard evaluation process. The corrected answer papers of the students are distributed to them for verification by the students and any grievance is redressed immediately. The marks obtained by the students in internal assessment tests are displayed on the department notice board. The day-to-day performance of the students is assessed for every experiment which includes regularity, performance, viva, and promptness in submitting the record. For lab courses, the marks/grade scored by the student for each experiment is indicated in the observation/record. The independent learning, practical approach to the real-time applications are tested by viva voce for laboratory courses. For the quality of the projects, the evaluation is done by Project Review Committee along with the project guides. The end examination for the laboratory and projects shall be conducted with internal and external examiners appointed from the other colleges as decided by the University.

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.

College does not offer programs rather it is an affiliated institution of the GNDU

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

N.A

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

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

2.7 - Student Satisfaction Survey

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

<http://rrmkaryacollege.org/AllItemView.aspx?Type=Page&Id=40120>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

N.A

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

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

NA

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

3.2 - Innovation Ecosystem

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

Dedicated center for research entrepreneurship usually fashion designing. Due to Covid and lockdown was unable to pursue.

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

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

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

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)	No File Uploaded
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

4

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

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

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

During the covid -19 challenging times, various extension activities were carried out in the neighborhood sensitizing students to social issues for their holistic development and the impact was immense. Masks were made by the students of various departments. These masks were then distributed among the downtrodden to help them deal with the pandemic situation. The International Yoga Day was celebrated via an online platform to explain to the students the benefits of staying fit and healthy. Even tree plantation was done in various parts of the city on World Environment Day to create awareness among the people of staying in a clean and fresh environment.

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

5

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

8

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)	No File Uploaded

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

35

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)	No File Uploaded

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	
nill	
File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	No File Uploaded
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	
nill	
File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded
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.	
The college management has established systems and procedures for campus maintenance including both academic and physical facilities. There is a professional electrician to look after the	

electricity problems. Even laboratories are well maintained. The College library has a supporting staff, an assistant librarian, and two attendants. The cleanliness of each block of the college is maintained by a sufficient amount of sweepers. there is a common room for the students with proper seating facilities. the students have the privilege to attend the workshop conducted by various departments like Music, Computer, cosmetology, and department of fashion designing, the department of physical education is working efficiently for the needs of the players. the department has trained sports teachers.

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.

The institution has an adequate facility for cultural activities. Yoga, sports, and games(Indoor and outdoor) including gymnasium, Yoga center, auditorium. there is a proper seminar room within the institution. During the Covid times, international yoga day was celebrated through online platforms. Though the institution has proper indoor gymnasium with the following details.

Year of establishment--2011

Sie: 36x24x12.5 m

it has the following machines

Road Cycle

Sharp cycle

sharp step multi twister

manual jogger

multi gym 8 station

multi bench with sauat

body-line cycle**cycling cycle**

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.

3

File Description	Documents
Upload any additional information	No File Uploaded
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)**

15354470

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 library is partially automated using the bibliosoftware. the facility of accessing books is provided both to students and teachers. The software however is limited to college timings only. this means they can access the books during the server is online. The software also has a bar code facility, This process allows the student not to stand in queues to access the books. rather they can access books online as well. bar code reader is used to charging and discharging the book. Students can get the information about the last date by which books can be returned otherwise fine will be encountered. Thus students thus can have information about the last date and return or reissue the book without penalty. This software was purchased in 2016 and is in operation.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

E. None of the above

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

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

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

11827

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)	No File Uploaded

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

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

250

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

The total number of computers within computer labs is 112. Total 5 computer labs are available within the college campus. One computer lab contains an internet connection. this internet facility is available to both students as well as teachers. Teachers can access the internet during free periods and students during the lab periods. The available bandwidth for the connection is 4Mbps. No computer or IT infrastructure is enhanced during the Covid period. The existing infrastructure is sufficient for handling online classes for the students.

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

4.3.2 - Number of Computers

112

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

E. < 5MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

13287152

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.

There are established systems and procedures for maintaining and utilizing physical, academic, and support facilities such as laboratory, sports complex, computer, classroom etc in the institute. The maintenance of physical, academic, and support facilities are carried out by the respective departments with the help of in house staff on daily basis and periodically. And care has been taken to keep the equipments, machine etc in working

condition. In case of breakdowns, standard procedure is followed to bring the equipment/machine in working condition. An annual maintenance contract is maintained with the appropriate person for computer labs. lab incharge has been declared that keeps track of the equipment and in case of breakdown relevant information is conveyed to the AMC incharge.

CCTVs have been installed within the college campus to establish a sound security system. The maintenance of CCTVs is also under AMC.

The cleanliness committee on a regular basis is incharge of maintaining cleanliness in classrooms and the whole campus.

Institute has employed technicians (electrician and plumber) for up keeping and maintenance of electrical and water drinking facility. Institute has also appointed housekeeping staff to maintain the gardens

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

227

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

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

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

87

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

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

C. 2 of the above

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

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
0	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
0	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded
5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above
File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded
5.2 - Student Progression	
5.2.1 - Number of placement of outgoing students during the year	
5.2.1.1 - Number of outgoing students placed during the year	

0

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

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

96

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

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

0

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

5.3 - Student Participation and Activities

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

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

nil

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

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

All classes have two students designated as class representatives. They are responsible for representing any issues related to academics/non-academics to concerned HoDs/Class teacher. Director interacts with class representatives' at-least once during the semester.

Students have strong representations in all cultural and sports committees. They help in organization and management of events.

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

Nil

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

5.4 - Alumni Engagement

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

The alumni association of rrmk arya mahila mahavidyalaya is a registered association under the societies registration act and as amended by punjab amendment act 1957 ;the alumni association promotes the general welfare and effectiveness of college through strengthening the ties between student stimulating the interest and activity of the alumni preserving and furthering the mission of this esteemed institution and actively participating in the development of the college A minimal amount of rs 50 is for lifetime membership for the smooth functioning of the association the office bearers were president ;VP;General secretary ;treasurer;PRO'All these office bearers were president ;VP;General Secretary ;Treasurer PRO ;All these office bearers hold their position for the term of two years ; The office bearers work selflessly for the growth of the association ; Regular meetings are organized in which agendas are presented which are approved by the president of the association;

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs
File Description	Documents
Upload any additional information	No File Uploaded
GOVERNANCE, LEADERSHIP AND MANAGEMENT	
6.1 - Institutional Vision and Leadership	
6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution	
<p>The college encourages the teachings of Vedic culture and spreads the benefits of education to women as preached by Swami Dayanand Sarasvati. The institution enriches the vision by bringing the progress among the women through wisdom with the touch of quality education. the college encourages action and tries to inculcate among the young women ethics and values. The mission of the institution is to promote and revive the Indian tradition culture , heritage and spiritual philosophy through co-curricular activities. the college aims to impart value based employment oriented education focusing on women empowerment. to ensure holistic development of personality of the young women with special emphasis on ethics and moral values. the college along with its staff aims to inculcate the nobility , humanity and virtue while imparting simplicity . uniformity and equality among the students. Quality education is the moto of the college and the teachers are committed to achieve the same. the college thus, tries to contribute significantly to the cause of women education and socially uplift them to make them citizens filled with dedication and ethics.</p>	
File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File
6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.	
<p>RRMK Arya Mahila Mahavidyalaya has an organizational structure in which daily operation and decision-making responsibilities are delegated by the management to the principal and administrative</p>	

staff within the organization allowing the management to focus on major decisions. various committees NAAC, AQAR, admission, alumni, Youth welfare committee, etc. function under the able guidance of our management and Dr. Sunita Dogra(Off. Principal) and senior staff Dr. Narendra Kaur, Mrs. Meena Kumari, Mr. Tarun Mahajan, Mrs. Kamlesh Salaria, and Dr. Rupinder Gill and all the able staff of the college.

The case in point demonstrating the decentralization and participative management of this institution is the task of mask making and distribution which was undertaken in this pandemic times under the directive of the management and able guidance of the principal with the coordination of staff of various departments like fashion designing, science department, NSS, etc. undertook the task of assigning the students who are homebound to make ten to twenty ask each giving the specification of size and fabric to all. these masks were then collected from various points nearest to the student's homes and deposited to the principal. These were then taken to the DC office and distributed to various Covid worriers like policemen, doctors, nurses, and even the Safai workers by the DC office.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution's strategic and prospective plan was effectively deployed in the year 2020-2021. Education enhancement strategies regarding the online platform were used by the college. Covid -19 resulted in the shutting down of educational institutions across the globe. As a result, education had to change dramatically with the use of e-learning the classes have to be managed remotely and on the digital platform. With the sudden shift away from the classroom and the adoption of online learning, students had to be prepared and trained for this process . The students were thoroughly about the online platform so that no lapses were witnessed during the commencement of classes. The training was given to the students regarding online classes on zoom, google

meet and other platforms. Even offline support was provided to the students like pdf of the text, videos, and notes were uploaded on WhatsApp. Online tests were conducted to ensure that the topics were comprehended and retained by the students.

To increase the strength of the student's proper counseling session through the online platform were employed during the covid times. Information regarding options of various courses, curriculum, future prospects of the various courses offered by the institution were conducted with the students at undergraduate as well as class 12th level.

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.

The functioning of the institutional body is effective and efficient and this is possible because of the organizational setup in which everyone places their part for the smooth functioning of the whole organization. The institution set up consist of the management at the helm of the affairs they make the rules and the codes followed by the whole college. The management committee consists of sh. Ramesh Aggarwal as president, Sh.Inder Mittal as Vice president, Sh.Arwind Kalra as Gen.Sec., Sh.Sandeep Mittal as finance sec., Sh. Ashok Kumar as manager and Mrs. Rashmi Ahluwalia as co-manager.

The plans formulated by the August Managing committee are implemented under the guidance of the Principal-Dr. Mrs. Gurmeet Kaur(Member Ex. Offico.) and The offico Principal Dr.Mrs.Sunita Dogra.

The various committees and departments of the college function under the principal and carry out the day-to-day running and the tasks of the college. These committees and departments keep the watch on the welfare of the student the academic and co-curricular activities of the college and ensure the smooth functioning of the institution.

Each committee has a committee in charge and able, members appointed to run the committees in charge and able members to run the organization. The committee in charge coordinates and provides the fulcrum for different administrative activities of the institution.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	http://rrmkaryacollege.org/index.aspx
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The institution has effective welfare measures for the teaching and Non Teaching members which include EPF AND ESI of the government. The employee's provident fund organization (EPFO) is a social security body under the jurisdiction of the Ministry of Labour and Employment, Govt. of India, that is responsible for the regulation and management of provident funds, pensions and mandatory life insurance in India. The EPFO administers the mandatory provident fund and life insurance scheme for the Indian workforce. The employee pension scheme has been controlled by the EPFO since 1995. The main advantage of this scheme is to provide

social security to its PF numbers. under this scheme, employees working in this organized sector can gain pension benefits after reaching the age of 58.

The ESI(Employees State Insurance) is a public social and Health insurance fund for Indian workers. The fund is managed by the ESIC(Employee's State Insurance Corporation) according to the rules and regulations stipulated in the ESIC Act 1948.ESIC is a statutory and autonomous body under the Ministry of Labour and Employment Govt. of India.

The benefits for the employees include-1.Medical benefits 2. Sickness benefits 3. Maternity benefits 4. Disablement benefits 5. Family Pension 6.Funeral Expenses 7. Re-havitation Allowance.

This scheme is also a social security scheme for employees in the organized sector.

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

-Nil-

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

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

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

-Nil-

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

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

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

-Nil-

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

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

The Institution provides a significant performance Appraisal system for the teaching and non teaching staff.This is done

through self Appraisal forms are provided to the member of the institution.

It includes the following criteria which is filled up by the teaching and non teaching members and the Grading officer. Beginning with the area like name ,date of birth, date of forming, Designation, category. It also includes the date and grade of joining .It further talks about the details of duty and work done by the concerned numbers.

The Grading Officer then grades the work done under the following criteria like the performance is excellent ,very good ,good, average or below average. Around 30% weightage is provided for personal qualities and specialities of the concerned persons.

After that, overall Grading of the capabilities of the staff is also given by the Grading Officer .The form even undertakes the following areas for evaluating the performance of the members like accessibility, training, health, integrity, extra ordinary achievements and weaknesses of the members. Then the final Grading is done and a Grade is given to the teaching and non-teaching staff. The remarks of the Grading Officer are also mentioned in the form.

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 institution conducts internal and external audits regularly. Academic and administrative audits are carried out at regular intervals in the college. The audit types conducted in the college are- academic audits which are external audits conducted by GNDU, Amritsar. These audits takes the form of inspections conducted by GNDU, Amritsar before the start of a new course/subject. Under this audit the whole department is re-viewed i.e their books, staff facilities etc.

Administrative audits are conducted internally as well as

externally. The internal audits isconducted by-(a)Internal audit organization (revenw punjab)(b)by accountant general(audit)punjab.

the external audit is conducted by- M/S V.B.Aggarwal Co. chartered accountants 31/32 Mohan Market, pathankot.

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)

Funds and Grants Received in the year 2020-2021 was Rs. 41000

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

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

Institution mobilizes funds under the following heads

1. Fees charged from the students as per the university norms.
2. Rent charged from the Central Bank Of India built on the college premises.
3. Income from the sports hall complex built in the college premises with UGC Grant.

The college utilizes the funds received optimally in the following ways:

1. The UGC Fund allotted to the college are monitored by the

Principal and IQAC and various committees to ensure that the funds are spent for the purpose for which they have been allocated.

2. The infrastructure committee reviews the mobilization of funds and utilization of these resources periodically in their meetings.

3. Regular Internal, as well as External audits, are conducted by the college to ensure proper mobilization of resources.

4. The Timetable Committee looks after the proper utilization of Classrooms and Laboratories.

5. The Botanical Garden is maintained by the Eco Club. The manure pits are also operational in the college where the Bio-degradable waste is turned into manure for the plants.

6. Campus Cleanliness is monitored by the Cleanliness Committee.

The principal of the college oversees the college operations and ensures the optimal utilization of all resources by issuing directions for the smooth working of the college.

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

Covid-19 resulted in shutting down of educational institutions across the globe. As a result, education had to change dramatically. The use of e-learning in the classes had to be managed remotely and on digital platforms. An urgent need was their for online learning. Students and staff had to be prepared and trained for this process. This whole work was taken under IQAC.

IQAC has contributed significantly towards institutionalizing the quality assurance strategies and processes of the institution.

The two practices institutionalized as a result of the IQAC initiatives in the year 2020-21 which was a Covid year were-

(a) Training was given to the students regarding online classes on zoom and google meet and other online platforms. this was done to enable them to attend online classes conducted by the staff of the institution.

even offline support was provided to the students like the PDF of the text, videos of the lessons and practicals and even notes were upgraded to the students.

(b) Online tests were conducted by the teachers to ensure that the topics were comprehended and retained by the students.

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

The institution reviewed its teaching- learning processes, structure and methodology of operations and learning out-comes at periodic internals through IQAC set-up norms and recorded the incremental improvements.

The two examples of institutional reviews improvementational of teaching learning reforms facilitated by IQAC were-

(a) Feed-back orientated system- In this the students were provided with feed-back oriented forms which included various areas of gaining insight regarding the deliveryof lectures, completion of syllabus, comprehension of topics, modes of evaluation, audibility of teachers and their effectiveness in class.

(b) The IQAC committe observed the teaching process of the staff. the PPTS and vidoes uploaded by the teachers were observed. they also observed the teaching practices implemented by the staff members on a regular/daily basis throung the links shared by the facility members. proper feed back was given to the teachers regularly to ensure that the teaching learning process was effective.

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)

D. Any 1 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institutions adopts various measures for the promotion of gender equity during the session 2020-2021 regarding the safety and security, no outsider are allowed to enter the campus without ICard. Even the students can not go outside the college without getting permission from higher authority that is principal, teachers councils students regularly regarding gender equity and their rights. due to covid-19, through Online platform, the students were explained about gender equity, that puts the focus on fairness and justice regarding benefits and needs for women and men, girls and boys. Equity is used for education ,health and humanitarian sectors referring to the equal distribution of

resources based on the needs of different groups of people. The institution provides common rooms for the 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	http://www.rrmkaryacollege.org/rrmkarya/userfiles/file/NAAC/7_1(1).pdf

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

D. Any 1 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

The institution adopts a solid waste management system that is disciplined associated with the control of generation, collection, storage, transfer, and transfer processing, and disposal of solid waste in a manner that is in accord with the best principles of students and public health conservation, and other environmental consideration. the institution setup various dustbins and pits at different places for collection, storage and transfers. These helps to prevent or reduce environment pollution and to keep institution very clean and aesthetic. The institute also adopts proper liquid-based management to prevent the discharge of pollutants to the water courses, through the collection and proper disposal of hazardous liquid material.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
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	B. Any 3 of the above
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping 	C. Any 2 of the above

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

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	C. Any 2 of the above

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

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

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

D. Any 1 of the above

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

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

during the covid times, the institution worked with prominent

efforts in providing an inclusive environment that is tolerant and harmonious towards cultural, regional, linguistic, communal, socio-economic, and other diversities. webinars were conducted to promote linguistic harmony. a webinar titled "future and challenges of Punjabi languages" was organized to enable the students regarding the importance of the Punjabi language. even to promote communal harmony another webinar titled "ideology, vision, and teaching of Guru Teg Bhadur" was conducted. the prime purpose of this webinar was to inculcate the ethical values and feelings of tolerance and harmony among different aspects of society.

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

the institution provides quality education to girls. it is all about ensuring that girls learn and feel safe while in college, have the opportunity to complete all levels of education acquiring the knowledge and skills to compete in the outside world, gain socio-emotional and life skills necessary to navigate and adapt to a changing world, make a decision about their own lives and contribute to their communities and the world. the institution is aware of the students about the right to an education that every child between the age of 6-14 years has the right to free and compulsory education. it is the fundamental right of each individual irrespective of their caste, religion, gender, and economic background. Moreover, the NSS department plays an imperative role in the personality development as well as to aware them of the critical role of education in life while performing different activities like Blood donation camp was organized, awareness rallies, girl child education awareness, drug de-addiction, and many more.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Hawan yajna, Blood donation camp, Awareness Programs
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	A. All of the above
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File Description	Documents
Code of ethics policy document	No File Uploaded
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

the institution celebrated National and international commemorative days, events, and festivals via the online platform. International women's day was celebrated to enable the students to understand the dignity and honor women deserve in society. World environment day was celebrated via the online platform. trees were planted to spread the message of clean air . even an inter-college yoga competition was conducted through an online platform. the students exhibited their learning of yoga and spread the message of staying fit and healthy.

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

7.2 - Best Practices

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

There are ample practices that have been done by institutes but the two best practices are:

Tree plantation: The institution try to make our students responsible citizens of society. we try to develop environmental awareness in our students. for the accomplishment of this goal, every year we conduct the activity of tree plantation with the help of the NSS department, Eco club, and other departments.

Covid Awareness and Mask Distribution: During the covid-19 pandemic the volunteer of the NSS department organized various activities to aware the people and students via an online platform. furthermore, they also distributed food and mask (more than 10,000) to needy people and in slum areas.

File Description	Documents
Best practices in the Institutional website	Tree Plantation, Covid awareness and Mask Distribution
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 keeping with the vision of our founder Ram Rakha Mal Kalra Ji and the institutional, we aim to encourage the teaching of Vedic culture and to spread the benefits of education to women as

preached by Swami Dayanand Saraswati. education is globally acknowledged as the more powerful means of empowering the girls and protecting them from the violation of their rights. the college has always given priority to the education of underprivileged women to empower them. for this, there is an active women cell run by senior teachers who prepare women to appear for the competitive examination, after which they can qualify for various jobs and services. Taking steps towards women education can transform the lives of women. the institution stresses outreach programmes and inculcates in its student's awareness the value of holistic education and empathy for the less privileged section of the society. social service is a compulsory component for all students. an active NSS organizes outreach programs for the student community. social services camps are frequently organised at a convenient time. these activities provide a good opportunity for the students to develop the habit of doing social services. tutorial classes once a week for students enable them to discern and make an informed choice for life.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

Enabling online study during covid 19: As students cannot visit institutions hence equipment required for the online study must be purchased and placed at suitable places for online study.

Fully automated library: institution is planning to fully automate the library .this facility allows the students to online issue and returns the books.in addition, students can read e-journals and e-books online which will improve the quality of education.