YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1. Name of the Institution   **Sri Guru Gobind Singh College of Commerce**

- Name of the Head of the institution   **Dr. Jatinder Bir Singh**

- Designation   **Principal**

- Does the institution function from its own campus?   **Yes**

- Phone no./Alternate phone no.   **011-27321109**

- Mobile no   **9873241108**

- Registered e-mail   **principaloffice@sggscc.du.ac.in**

- Alternate e-mail

- Address   **University of Delhi, Opposite TV Tower, Pitampura**

- City/Town   **Delhi**

- State/UT   **Delhi**

- Pin Code   **110034**

2. Institutional status

- Affiliated /Constituent   **Constituent**

- Type of Institution   **Co-education**

- Location   **Urban**

- Financial Status **UGC 2f and 12(B)**

- Name of the Affiliating University **University of Delhi**

- Name of the IQAC Coordinator **Dr. Sangeeta Dodrajka**

- Phone No. **9811616232**

- Alternate phone No. **27321109**

- Mobile **9811616232**

- IQAC e-mail address **iqac.sggscc@sggscc.ac.in**

- Alternate Email address

3.Website address (Web link of the AQAR (Previous Academic Year) https://www.sggscc.ac.in/iqac/aqar

4.Whether Academic Calendar prepared during the year? **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: https://sggscc.ac.in/academics/academiccalendar

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A	3.02	2016	17/03/2016	16/03/2021
Cycle 2	A++	3.51	2022	24/05/2022	23/05/2027

6.Date of Establishment of IQAC **21/09/2016**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	Nil	Nil

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   `11`

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   `No`

- If No, please upload the minutes of the meeting(s) and Action Taken Report   [View File](#)

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)

`1. Workshops on "Stress Management", Online teaching/Evaluation and " Prowess Capital IQ" 2. Workshop on " Bibliometric Research Analysis" on September,9, 2021 3. Renovation of Seminar room, Conference room and Amphitheatre 4. Preparation of Self Study Report for NAAC peer team visit 5. Preparation and successful completion of NAAC Cycle 2 with Grade A++`

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
Improvement and upgradation of infrastructure	**The infrastructure is continuously upgraded. The new Ampitheatre has been renovated with latest Air conditioners, sound system, and projector. The old seminar room and conference rooms have been refurnished and all ICT facilities have been incorporated. The air conditioning of class room block is under way. The auditorium is under renovation and repair too, so that facilities for co-curricular activities can improve.**
Collection and tabulation of data and implementation of digitization of records	**Digitization of PF Records, upgradation of student profile on smartprof application**
Signing MOUs with reputed educational institutes and industry	**The college has signed MOU for solar energy with a vendor in Narela for supply of solar power. Signed a number of MOUs with organizations like BRICS Chamber of Commerce and Industry.**
Preparation for NAAC Cycle2 Assessment	**Self Study Report of the college for cycle 2 assessment was prepared and submitted. Successful grading of college by NAAC Peer team with grade A++ in May 2022**
Orientation of freshers about clubs and societies	**An Orientation programme was organized online for two days for informing and motivating the students about joining clubs and societies for personality development**
Encourage research	**A number of FDP and workshops were organized to encourage research in the college , such as Prowess IQ, Stress**

	Management, Bibliometric Analysis and research, Online Evaluation, etc.A database Capital Line Prowess was subscribed for annual usage in order to facilitate research and teaching learning process in the department of Commerce and Economics.
Prepare academic calendar	An academic calender was formed as per DU calender, giving datelines for Internal Assessment, practical exams, OBE, Departmental meetings, orientation for students, etc. All the webinars and society planner was launched too.
Digitisation upgradtion	Library RFID and online resources were made available to students and faculty.

13.Whether the AQAR was placed before statutory body?   No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Part A
Data of the Institution

1.Name of the Institution	Sri Guru Gobind Singh College of Commerce
• Name of the Head of the institution	Dr. Jatinder Bir Singh
• Designation	Principal
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• Phone no./Alternate phone no.	011-27321109
• Mobile no	9873241108
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• Address	University of Delhi, Opposite TV Tower, Pitampura
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• IQAC e-mail address	**iqac.sggscc@sggscc.ac.in**
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• Upload latest notification of formation of IQAC	View File
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13.Whether the AQAR was placed before statutory body? | No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	22/04/2022

15.Multidisciplinary / interdisciplinary

The college has different departments like, Computer Science, Hindi, English, Mathematics, Management, Economics, Commerce and Business, Punjabi, and Political Science, etc. They work in interdisciplinary way as General Elective courses are floated by one department and they are chosen by students from other

departments. In addition, the faculty recruited teaches in other departments too for their relevant subjects. The college offers many optional interdisciplinary papers in the CBCS syllabus viz. Investing in stock market, Insurance , Banking, Marketing, Project work and research Methodology, Gandhian Philosophy, Environmental Studies, etc in different programs. The college also runs many add-on certificate courses that are being studied by students from across disciplines. The research cell of college has also funded many innovation projects that have faculty and students from different departments and promotes integration and linkage between departments.

16.Academic bank of credits (ABC):

As per Delhi University Guidelines, the college is fully digitized and working with University of Delhi for Academic bank of credits. The college has record of results of previous years in digitized mode that can easily be transformed when Academic Bank of Credit is implemented.

17.Skill development:

The college offers many skill enhancement and development courses to our under-graduate students. The institution focuses on imparting add-on knowledge to our students during their stay in college. The Centre for Professional Development has been created to accomplish this task by offering and planning short term courses for them so that they become more employable. The Entrepreneurship Cell trains them to become self employed by developing leadership and managerial skills among them. Some of the soft skills development is done during the teaching of the courses, like English speaking, Analytical thinking through case study method and projects. We are offering foreign languages like French, German, Japanese too. We do train our graduate students for placements in reputed companies. The college organizes Internship offers for the students too.

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

The college motto is "Universal Brotherhood". We focus on moral and ethical training of our students. The cultural value system is ingrained in our cocurricular and extra curricular activities too. We have many clubs and societies which offer them a glimpse of foreign as well as our own cultural heritage. We teach students Hindi and Punjabi as core subjects and literature is also taught during the course work. We organize competitions on

relevant topics, like debates, Essay writing, Poster making, Photography along with Guest lecture series to impart the cultural knowledge. The college publishes an annual college magazine, AMRIT, which included articles, short stories, poems and paintings of students and faculty in three languages, English, Hindi and Punjabi. The students can express their opinions on all contemporary and burning topics. The Mathematics department has been organizing many webinars on Indian Vedic system and Punjabi department does it on Gurbani, etc. The college encourages its students to enroll for MOOCs on SWAYAM portal for Indian languages and culture.

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

The curriculum taught by the college is as per the University of Delhi guidelines. All the programmes offered are based on outcome based education. The courses have specific methodology, analogy, evaluation system and lesson plans that are followed by the faculty . The main focus is on achievement of outcomes of each course. The applied side of every course is highlighted in the teaching and evaluation of the same through assignments, viva-voce exam, project work and power point presentations in the class by students. The outcome is appraised through the exams performance, the employment and higher studies status of students. The institution also collects feedback from students for knowing about the success of outcome based education.

20.Distance education/online education:

Due to the pandemic, regular online classes are held for each course by the college. However, the college plans to offer distance learning programmes also if Delhi University and UGC gives permission for the same. The college is well equipped to handle distance mode instructions.

Extended Profile

1.Programme

1.1   **213**

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

File Description	Documents
Data Template	[View File](#)

2.Student

2.1   **1718**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2   **268**

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   **600**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	[View File](#)

3.Academic

3.1   **78**

Number of full time teachers during the year

File Description	Documents
Data Template	[View File](#)

3.2   **76**

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**213**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**1718**

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**268**

File Description	Documents
Data Template	View File

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File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**78**

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	76

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	59
4.2 Total expenditure excluding salary during the year (INR in lakhs)	254
4.3 Total number of computers on campus for academic purposes	720

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

SGGSCC being the constituent college of University of Delhi strictly adheres to the curriculum developed by the University. For effective curriculum delivery and providing holistic experience to the students, the College identifies resources, develops plans & processes under the aegis of IQAC, instituted Staff Council Committees & Students' Societies.

For incoming students, all the information is shared through prospectus and uploaded on the college website. Timetables indicating lectures, tutorials, and mentoring sessions are prepared and shared with teachers as well as students well in advance ensuring transparency. To ensure effective communication, the information and notices regarding timetable, attendance records, internal assessment, college events, placement updates, etc. is shared through real time mobile app "SmartProf".

Beyond the curriculum, the College, through its Centre for Professional Development, introduces various Add-on Courses in various fields and certificate course in various languages.The College continuously upgrades its infrastructure and currently, has a fully wifi-enabled campus with state-of-the-art Amphitheatre, Seminar Rooms, Conference Rooms, Computer Labs, ICT enabled Classrooms. The curriculum delivery remained uninterrupted even during lockdown under COVID-19 pandemic as the College successfully shifted to "Online Mode '' of teaching and assessment. To refine the documentation policies, most of the communication is now channelized digitally.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	Nil

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

The College strictly follows the academic calendar issued by University of Delhi for scheduling commencement & dispersal of classes, mid-semester break, preparatory leave, theory & practical examination dates.

SGGSCC strictly complies with the university guidelines for the conduct of CIE. As per the guidelines, CIE has a weightage of 25% of maximum marks in each subject. It includes 5% marks based on attendance record and 20% based on performance in the internal assessment. This weightage is communicated to the students right from the day of admission, specifically being the part of Prospectus and Orientation Programme. Internal assessment rules are also uploaded on the website and repeatedly informed in the classes as well shared through SmartProf notifications.

Students can check their IA marks as these are uploaded by their teachers through SmartProf App. They can also fill up a grievance form in case of any discrepancy which is effectively resolved by the IA Committee.

Even during an unprecedented situation under COVID-19 pandemic, the college successfully complied with revised university calendar and CIE guidelines. To make this process smooth and

quick, the grievances with respect to the internal assessment
were invited through ia@sggscc.ac.in and also supported by
helpdesk@sggscc.ac.in.

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

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

9

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)

12

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

417

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

The Core courses along with the AECC, SEC, and DSE courses in various programmes instil a positive orientation towards Professional Ethics, Gender, Human Values, Environment and Sustainability in students through the respective curriculums. Workshops, seminars, projects, street plays, debates, awareness drives, blood donation camps, plantation drives, campaigns, add-

on courses, and numerous outreach programmes are organised in this direction.

Teachers use projects and case studies to help students learn how to interact with other people and institutions in a business setting . The college's Training & Placement Cell specifically organises numerous workshops on professional ethics.

To address the issues pertaining to gender equality, women's safety and rights, the prevention of sexual harassment, inclusion and diversity, counselling services, awareness initiatives and workshops, and add-on courses on legal awareness are regularly conducted .

Students are given the eco-friendly perspective on the issue of a sustainable future via the Environmental Studies courses and the activities of the Environmental Club, Ecosperity. Case studies, class presentations, field trips, workshops, film documentaries, and special lectures are some of the methods that can be used to foster critical thinking about the procedures and legal measures that should be taken to create a sustainable environment.

File Description	Documents
Any additional information	[View File](#)
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	[View File](#)

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

54

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	[View File](#)
Institutional Data in Prescribed Format	[View File](#)

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

229

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	https://www.sggscc.ac.in/iqac/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	[View File](#)

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	[View File](#)
URL for feedback report	https://www.sggscc.ac.in/iqac/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

558

File Description	Documents
Any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

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

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

262

File Description	Documents
Any additional information	[View File](#)
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

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

The College lays critical emphasis on assessing learning levels of students, which helps provide constructive feedback regarding meeting learning objectives. Summative and formative assessment

techniques are used to design teaching-learning pedagogies oriented towards managing needs of diverse students. The College motivates advanced learners by acknowledging their performances at the College and University level, through felicitations in the form ofprovision of scholarships, certificates and awards,at important forums like the Annual Day. They also get elevated to different academic societies to lead and demonstrate their skills.Hands on workshops, case-study based problem-solving techniques and add-on courses also help engage advanced learners.All subject teachers take extra tutorials for slow-learners as well as remedial classes at the end of the semesters. These sessions focus on difficulties faced by the slow- learners and the goal is to support and orient these students on how to effectively handle subject-specific problem areas. These sessions help inconfidence-building and provide them withopportunities to practice and polish subject specific skills. Supplementary resources including simple references, online links and videos are shared to complement prescribed readings. Bilingual discussions ontechnical topics are also undertaken to ensure that the medium of instruction does not hinder understanding.

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

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

Number of Students	Number of Teachers
1718	78

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

Excellence in its teaching-learning process is ensured by adopting several innovative ways. Students are encouraged to take up project-based learning through independent projects or

in collaboration with faculty. The Centre of Excellence, SGGSCC sponsors joint faculty-student research projects. Academic papers/class presentations encourage experiential learning. Annual publications, newsletters and magazines, provide a forum to the students for expressing their creativity. Conferences, seminars, webinars and interactive sessions provide students with opportunities for presenting papers and interacting with experts, alumni mentors and renowned dignitaries. Hands-on-Workshops help students apply academic knowledge. The Centre for Professional Development regularly conducts add-on courses like Advanced MS Excel, Python, Financial Modelling etc. to give our students a competitive edge. Case study-based teaching is employed with case-studies made easily accessible through Smartprof. Internships as well as mentorship sessions are facilitated. Educational field-trips help supplement classroom learning and generate awareness. Extension-outreach activities through student societies (NSS, Rotaract Club, Enactus etc.) succour a sense of empathy and encourage social entrepreneurship. The College is registered under Unnat Bharat Abhiyan Scheme and has adopted five villages in NCT of Delhi. Participation in extra-curricular activities across the country are encouraged and awarded.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	Nil

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

The college provides student centric environment through blended learning. We boast of a well-equipped and Wi-Fi enabled campus, 45 ICT enabled classrooms with laptops and projectors; four state-of-the-art computer labs for practical classes. The College also has a Seminar Room, Conference Room and a 500-seater, fully air-conditioned Auditorium and a new Amphitheatre equipped with the state-of-art AV system and projectors.

Faculty has access to and uses several software, Tally, R, Python, SPSS, STATA, Microsoft Office, TORA, Capital Line etc. along with open courseware like MIT, Coursera and MOOCS. Students are guided to access e-lectures prepared by ILLL, E-PG

Paathshala and Swayam platform. E-resources subscribed by University of Delhi are available for use, accessible through Wi-Fi accessed in the library and computer lab. The college subscribes to Google Suite for using Google Classrooms and Google Meet, so uninterrupted teaching-learning continues. Webinars and FDPs are also being conducted online using Zoom and Cisco-Webex. The College has adopted a customized application SmartProf to disseminate learning and information amongst the students. Workshops and FDPs are regularly organized to help upskill faculty. A large proportion of the faculty members have helped develop e-content available on various platforms including ILLL, E-PG Paathshala and Swayam.

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

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

2.3.3.1 - Number of mentors

78

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

78

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
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

37

File Description	Documents
Any additional information	View File
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

1441.8

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 Internal Assessment Committee is constituted by the college to smoothly process and execute all the rules of assessment by working in coordination with all departments, and examination committee to carry out its activities related to assessment. The Committee takes all the decisions required for creation and management of overall internal assessment as per University of Delhi norms. The College has adopted a customized application called SmartProf developed by Mobiquel which is used to feed and present real time internal assessment records. The papers having weightage of 100 marks carry internal assessment of 25 marks - 5 marks (For attendance) further different slabs have been assigned. Student attending more than 85% of the lectures is awarded 5 marks and if it is less than 67% of the lectures then zero marks are awarded. All needed internal assessment - attendance, midsemester exam date-sheet, internal marks of students in various subjects, IA Notices and admit cards etc. are displayed and communicated both online (Smartprof, Website) & Offline (Notice Board) to the students. Internal Assessment carrying weightage of 20 marks is assessed through conducting Assignments, Class Tests, Presentations, MCQs, Projects etc. Mid semester examination is conducted through a proper formal arrangement.

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

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

The grievances of the students are looked after by internal assessment committee, the admit cards are issued after the redressal of grievances before the semester end examination. All notifications related to grievances are shared through smartprof app. Students can also mail their grievances on the following email ids - ia@sggscc.ac.in or helpdesk@sggscc.ac.in after receiving the notifications. The IA committee ensures that the grievances related to attendance, assignment and internal examinations are addressed within 48 hours. The internal marks for every subject are also uploaded on SmartProf by the faculty which students can view and resolve their queries. If any grievances are still pending then they can be entertained in the second stage wherein the internal assessment committee takes care of the problems in detail. There is also

Moderation/Monitoring committee consisting of teacher-in-charge as well as the senior most teacher to look into moderation issues.

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

2.6 - Student Performance and Learning Outcomes

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

Our college is a constituent of the University of Delhi and follows the syllabus prescribed for different courses by their respective departments.

- At the beginning of the semester during the Orientation program detailed syllabus presentations for all courses including brief details of papers to be studied, classes and tutorials, etc. are provided to the students.
- The teachers of all courses attend the paper meetings for deciding the detailed reading list held before every semester in their respective departments for their subjects.
- The students are updated with the latest reading lists and the reading bundles are also made available within the college premises.
- Ample copies of the new books/reading material are made available in the library for students and teachers reference.
- Any new information pertaining to course/subject is regularly on the Smartprof application.
- Program and course outcomes are shared with students for the purposes of transparency and expectation setting.
- Doing so makes the benchmarks for learning explicit and helps students make connections across different elements within the course.
- Lesson plans, Learning outcomes, past year question papers along with relevant case studies and practice exercises for all course papers, are uploaded on college website by respective teachers for students reference.

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

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

We have adopted a "learner-centric approach" and evaluate students' academic performance, skill development and employment readiness.

As a constituent part of University of Delhi, students' academic performance is evaluated through 75% of total marks in semester end University Examinations and 25% marks at college level internal assessment including home assignments, class tests, projects, presentations and internal exams. A proper record is maintained on the Smartprof App of the marks attained. Practical examinations are conducted and external experts hold Viva-Voce and assess projects.

Regular tutorials help in closely monitoring the learning and teaching process. Remedial classes are also conducted for slow learners. Feedback forms from students and parents provides insight into how systems can be improved.

Academic results at the University level show that our students have excelled in getting ranked as University toppers, achieving CGPAs of perfect 10, attaining merit admissions in Foreign and Indian Universities for higher education, and acquiring highest degrees like PhDs.

The student's skill enhancement is assessed by their results in college conducted Add-on courses in the field of taxation, tally, capital market and data analysis and certificate courses in Advanced Excel, Data Science using R and Python, Internships in many established companies and government organizations.

Research aptitude of students is evaluated through their participation in innovative projects, presentation and publication of research papers.

Our students have also found lucrative placements in various fields along with selection in Civil Services, Defence Services, Chartered Accountants, Company Secretaries, Actuaries, University Professors and Data Analysts.

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

2.6.3 - Pass percentage of Students during the year

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

613

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	View File
Paste link for the annual report	https://www.sggscc.ac.in/uploads/staticfiles/about/annualreport/Annual%20Report%202021-22.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://www.sggscc.ac.in/iqac/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)

13

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

08

File Description	Documents
Any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

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

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

06

File Description	Documents
List of research projects and funding details (Data Template)	[View File](#)
Any additional information	[View File](#)
Supporting document from Funding Agency	[View File](#)
Paste link to funding agency website	https://icssr.org http://www.ioe.du.ac.in/

3.2 - Innovation Ecosystem

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

- **Prof. Jaswant Singh Phull Centre for Religious Studies, a part of our college library was established in 2005 to enlighten young minds with the rich Sikh heritage and philosophy.**

- **To promote research, faculty development programmes, workshops, training sessions, and hands-on training programmes are organized for students and faculty with competent resource persons from within and outside the country.**

- **Journal of Business Thought, an annual publication of the college provides a platform that encourages research scholars and academicians to share contemporary thoughts in related fields of business and economics. The Journal is double-blind peer-reviewed and indexed in UGC CARE List Group I.**

- **'Centre for Excellence' of the college facilitates research and brings together faculty and students from different disciplines to undertake innovative projects. 'Centre for Professional Development' organises professional training workshops to enhance the knowledge, employability quotients, and build research orientation.**

- **To encourage good quality research work, faculty members publishing manuscripts in any Scopus listed journal, are awarded with Rs. 10,000 per article, up to a maximum of two articles, per academic session.**

- **The teachers teaming with college students apply for Research Grants funded by college for any project, thoroughly evaluated by a panel of competent authorities.**

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.sggscc.ac.in/research/achievements

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

15

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)	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

01

File Description	Documents
URL to the research page on HEI website	https://www.sggscc.ac.in/research/achievements
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

21

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

07

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

SGGSCC recognises its responsibility and contributes to the development of society at large. The Rotaract Club organises blood donation camps, plantation drives, and old age home visits in the neighbourhood community. The Club initiated an online campaign on "Post Traumatic Stress Syndrome" educating masses on mental illness. NSS in collaboration with ITC and E-Sree Foundation conducted second awareness campaign on "Improper Waste Disposal System in the Capital". A "Food Donation Drive" was also organised outside college campus and "Diwali Street Vendor Project" aimed to promote local vendors. Ecosperity organised an environmental excursion to Yamuna Biodiversity Park, commemorating "Jagrukta Abhiyan". Enactus initiated two projects "Amanat" and "Nivaran". "Amanat" targets waste crisis, facilitating the barter of waste. "Nivaran" works on efficient removal of water hyacinth from water bodies and its conversion into useful products.

Republic and Women Development Cell organises events pertaining to health issues and women empowerment. The Enabling Unit-Jaagriti organises annual intercollege events/workshops for the differently abled students. Entrepreneurial Development Cell 'SOCH' organises intercollege events where entrepreneurs are invited to address students. Unnat Bharat Abhiyaan in collaboration with Bharat Vikas Parishad Delhi Provinceand Mahila Upyogi Yojana, Government of India organised "Anemia and Malnutrition-Free Delhi Campaign". "Free Haemoglobin Testing Camp" was also organized in Haiderpur.

File Description	Documents
Paste link for additional information	https://sggscc.ac.in/bestpractices/communityoutreach
Upload any additional information	**No File Uploaded**

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

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

03

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

89

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

2130

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

145

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

13

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.

- SGGSCC is equipped with ample state-of-the-art infrastructure for teaching-learning activities that is broadly classified into five interconnected blocks.
- Block A has four floors, each floor has 7 class-rooms and two tutorial-rooms.
- Block B is four-floored, three rooms and three office spaces on three floors and ground floor has a staff room and a computer lab. The second and third floors have offices for Non-collegiate and IGNOU students.
- Block C has administrative and accounts offices on the ground floor and two computer labs and COE/CPD offices on the first floor. The second floor has three halls for practicing academic and cultural activities and one designated for special lecture-series.
- Block D is three-floored, with 3 big rooms and one small room on each floor. The ground floor has PGDIM and DBJCC class-rooms and its administrative office and the smaller room is placement office. The other two floors has BBE and BMS classe-rooms.
- All class-rooms are well-equipped and are fully air-conditioned.

- **Block E has a Principal's office, sports room, and canteen on the ground floor. The first floor has three fully air-conditioned, and Wi-Fi enabled multi-purpose halls.**

A multi-floored and fully air-conditioned library, with a few computers placed for teachers is our pride.

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.

- **SGGSCC is equipped with modern infrastructure to hold cultural, sports, games and training events. We have a cricket ground, equipped with national standards flood-lights and scoreboard. A basketball court, with standard dimensions of national standards, was added in 2002. Additionally, the college has two lawn-tennis clay courts of international standards for single and for doubles matches, a volleyball court, a football ground, two table-tennis tables and a chess table. Our indoor shooting range is of international standards (with 8 manual lanes) and also has a 10-meter Air Rifle and Pistol Range.**
- **A fully air-conditioned well-equipped auditorium is the nerve centre for all cultural activities of our college. With a seating capacity of 500, it's equipped with advanced sound and lighting systems. Recently, an Open Amphitheatre has been added for practice and organising street plays, displaying art exhibitions and other students' talents.**
- **The college has a well-equipped ultra-modern Gymnasium named after Sahibzada Jujhar Singh. The college has Yoga and Meditation rooms, a students' union room and a girls' common room. The college has tastefully designed Gurudwara Sahib, for spiritual congregations.**
- **Two Activity Halls and two lawns are allocated for students' cultural activities and practice sessions by dance, drama and gatka societies.**

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.

59

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)

127.45

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 well-stocked, well-equipped, centrally air-conditioned and equipped with user-friendly system software

NETTLIB for providing efficient services. NETLIB, installed in the year 2001, is fully automated library system. It uses .NET and SQL Server. The current version of NETLIB is 3.03. KOHA software, installed in 2018, is currently being used for RFID Library Management System. Version of KOHA is 19.05.03.000(5.02.2001). Our Library has installed RFID (Radio Frequency Identification) based Library Management System. It is the best library automation system used across the world. It is very effective way of managing library resources. It allows the identification of a large number of tagged objects like books, using radio waves thus enabling self-check-in/out of books. This not only increases efficiency but also helps in theft detection.The entire library collection can also be searched through web OPAC. The link for the search is http://sggscclibrary.saraswatilib.com. The OPAC link can be accessed from the college website also - www.sggscc.com/library. The documents/books can be searched by author, title, subject etc. Access to this facility is through authenticated user ID and password.The library has rich collection of books especially on Commerce, Economics, Mathematics, Computer Science, Management, Sports, General Studies and Sikhism.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	Nil

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

A. Any 4 or more of the above

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

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

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

6.6

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

14

File Description	Documents
Any additional information	[View File](#)
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

A dedicated access 100 Mbps optical fiber linking to university's Wide Area Network (WAN), College Local Area Network (LAN), Local Resource Sharing Services, LibrarySystem and Internet Services is available. The network is maintained by M/s RailTel Corporation of India. Parallel internet facilities by Jio Fibre, MTNL & Exitel are also available.

Notices pertaining to activities, seminars, and events, tender calls are regularly posted on college website. It links to e-Library management services, payment gateway for events, and student document requests.

SmartProf is used for attendance and assessment process through web and mobile app. It includes timetables, recording and compiling daily attendance and internal assessment, student profile, faculty profile, faculty-student-staff ID Cards, fee

payment, file sharing platform, and real-time notice delivery system. Newly admitted students are enrolled to Google Workspace services.

Library uses NETLIB and JAWS software for differently-abled students. Biometric machines for attendance are installed. The College has Computax software for TDS calculation and online submission. Other softwares include Tally, Python, Java, C++, MSSQL, Linux (Ubuntu), Masm, CPUSim, Android, Tora, KOHA and QUICK-HEAL.

Four fully equipped Computer Labs have latest Intel i3 and i7 based computers. RFID-based Library Management System is used for issue and return of books.

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

4.3.2 - Number of Computers

720

File Description	Documents
Upload any additional information	View File
List of Computers	View File

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

File Description	Documents
Upload any additional Information	View File
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)

253.86

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.

- **The college has dedicated teams/committees for different activities, constituted in the Staff-Council, an official body, with Principal as Chairperson. A fool-proof system is followed for new purchases, adhering to stringent purchase norms in consonance with General Financial Rules laid down by GOI. For high-valued purchases, orders are placed through Government e-marketplace (GEM). For others, tenders are invited from listed and approved vendors, opened by the Purchase Committee, and two-bid system is adopted. For maintaining the equipment, electronics and machinery, AMCs are entered with approved vendors.**
- **Two caretakers along with teams of electricians, carpenters and plumbers work regularly for maintaining college infrastructure. For specialized repairs, authorized outsource agencies are contacted. The contract for overall housekeeping is with approved agencies, presently NEXGEN.**
- **NETLIB library software is used in library which is maintained by Saraswati Enterprises. The maintenance of computer labs, servers for Windows-NT and Linux multi-user systems is entrusted with approved vendors.**
- **Sports Infrastructure is maintained as part of the overall infrastructure. Auditorium's maintenance is with housekeeping team along with entrusted electrician and caretaker. Girls' hostel is run on self-sustained basis. A duly constituted committee and AMC contract maintains Gymnasium. The gardens, canteen and Photocopy Centre are looked after by assigned committees.**

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

25

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
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 benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

190

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	https://www.sggscc.ac.in/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

530

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

530

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student	**A. All of the above**

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	[View File](#)
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

325

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)	[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

304

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

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

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

82

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)	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.

111

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

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

The Sri Guru Gobind Singh College of Commerce provides students with numerous chances for overall growth. Students holds membership in management and administration by joining organizing teams that are in charge of overseeing a variety of events held throughout the year. The group of students that represents the interests of all college students, the Students' Council, comes first. The Student Council members help with a variety of administrative tasks, including hosting workshops, seminars, annual cultural fest, etc., and helping with the admissions process. The IQAC team of students, helps in administration, decision-making, and the creation of new systems for both students and the institution. Both the placement cell and the alumni cell helps in providingall of the GGS student fraternity with job and internshipopportunities for professional advancement.

There are more than 40 societies that have a set structure and operating method. The allocated society convenors supervise the management of the societies. The students are given the chance to plan the activities, which aids in the development of their planning and management abilities. These clubs encompass every aspect of holistic development, including social quotient, entrepreneurship, theatre, culture, art, literature, exposure to other cultures, debating, athletics, etc.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

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

69

File Description	Documents
Report of the event	[View File](#)
Upload any additional information	[View File](#)
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	[View File](#)

5.4 - Alumni Engagement

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

The Alumni Association aims to promote a unanimous feeling of connect and camaraderie among college students and GGSites.

The association has been in its place since 2008 and boasts itself of more than 4000 members. Distinguished alumni act as key resource persons for college seminars, conferences and other important events.

"Alumni of the Year" award is presented to alumni on the college annual day.

The college has purchased new software to create larger data base of Alumni and engage them more in college activities.

It also has an Alumni connect where alumni can create their profile and connect with their batch mates and the Institute.

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)	**A. ? 5Lakhs**

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision of the institution is to provide a humanistic, holistic and liberal learning environment. The institution, named after the tenth Guru of the Sikhs, follows the teachings of Sikhism and is guided by the motto "Behold All Human race as One".

The management of the institution is highly committed and dedicated to the service of catering to the contemporary requirements of higher education by giving sufficient autonomy to the Principal for smooth functioning of the institution. Students, being the main stakeholders,many curricular and co-curricular activities are conducted for the overall development of their personality. To help vulnerable and differently abled students, the college provides them fee concessions and issues laptops and scholarships.

The institution creates a liberal and friendly environment amongst faculty and students to ensure the development of world-class quality and value based education, promotes research based learning, removes barriers to interdisciplinary education and uses technology creatively to establish a multilevel support system to boost and nurture industry-academia conglomeration.

The college has adopted five villages, under the Government of

India Unnat Bharat Abhiyan Scheme. The college addresses the human resource development needs of the nation by maintaining high quality teaching and learning processes and research.

File Description	Documents
Paste link for additional information	https://www.sggscc.ac.in/about/collegeprofile
Upload any additional information	View File

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

The Institution attributes its vital functions through various administrative and academic bodies. Different committees are constituted by the staff council secretary of the college that devise and implement measures.The institution promotes a culture of decentralization and participative management.

·Case Study of 'NAAC Visit':A National Assessment and Accreditation Council (NAAC) Peer Team visited our institution on 19th & 20th May, 2023 for the second cycle of NAAC assessment.

Some of the activities carried out during the two-day visit were – presentations by the Head of the Institution, IQAC, Departments and Committees, inspection of College facilities and sites, interaction with Principal, IQAC, HoDs, teachers, non-teaching Staff, DGC Students Council, Alumni Association, and parents. The team visited various departments, Computer Laband library, auditorium, seminar and conference halls, gymnasium, canteen, sports facilities, various classrooms of the college and took stock of different student support services and facilities. Student's academic,professional societies also showcased their achievements of last five years. A cultural programme was organised on the 20th evening in honour of their visit. During the exit meeting, the Chairperson of the Peer Team shared some key observations and appreciated all the stakeholders. The meeting ended with a vote of thanks by IQAC Coordinator.

File Description	Documents
Paste link for additional information	https://www.sggscc.ac.in/iqac/objectivesfunctions
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

A detailed Strategic Plan providing the roadmap to the College on its path to being a globally preferred institution has been articulated.

·Infrastructure enhancement like Girls Hostel, Rain Water Harvesting, Solar Plant System, Cubicles for Faculty, Renovation of labs and auditorium andlibrary to provide enriching environment for intellectual growth and stimulation.

·Modernization and expansion of professional courses on account of affirmative action, changes in pedagogy leading to large scale integration of ICT tools including SmartProf, EMIS and Google suite'sggscc' domain.

Considering research as a major activity nowadays towards the holistic development of students and teachers, the college has initiated two major centres as a long-term strategic plan.

1. Centre for Professional Development: The Centre aims to impart competence and fulfil career aspirations of students through structured learning pathways i.e. offering add-on courses conducting training sessions/workshops, holding special lectures, etc.

2. BSE- Centre of Excellence: Applied research is gaining importance and it requires knowledge of advanced statistical techniques and sophisticated software to analyse data and use it for policy making in collabration to BSE.

Awarding faculty members whose manuscripts are published in any Scopus listed/web of Sciences journal, with Rs. 10,000 per article, upto two articles, per academic session.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.sggscc.ac.in/iqac/objectivesfunctions
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 internal organization structure of the College is defined as per the XVIII ordinance of the University of Delhi.

The Governing Body takes decisions related to administration, finance, faculty, and infrastructure. It comprises 15 members out of which 10 members are from DSGMC, two members are the representatives from the University and two members are from teaching staff The Governing Body also appoints Vice-Principal with prior approval of the University . The IQAC acts as a nodal agency of the Institution for coordinating quality-related activities.The Center for Professional Development and BSE-SGGSCC Centre for Excellence aims to provide cutting edge to the students so that they become professionally qualified and industry ready.

The Administrative Department preceded by an administrative officer coordinates with the university regarding conduction of examination and degrees and other administrative work.

The Accounts Department works under the supervision of the Bursar. The Librarian helps in cataloging,maintaining library materials and readers' advisory services.The Warden is responsible for the welfare of the students residing in the halls of residence and also maintenance of discipline.

The organizational structure and the involvement of all stakeholders in the decision-making process support the participative management of the institution.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the institution webpage	https://www.sggscc.ac.in/administration/organogram
Upload any additional information	[View File](#)

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	[View File](#)
Screen shots of user 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

The College provides various welfare measures like:

Leave benefits as perUniversity of Delhi:

- **Both teaching and non-teaching staff are provided with 8 days of casual leave plus 2 RH.**

- **Half-pay leave can be availed by the permanent teaching and non-teaching.**

- **Duty leaves of maximum 30 days to the teaching staff and the non-Teaching staff.**

- **Maternity Leave of 180 days and Paternity Leave of 15 days.**

- Study leave of up to 3 years is provided to both teaching and non-teaching staff.

Retirement benefits as perUniversity of Delhi:

- General Provident Fund allows Pension to employees after superannuation.

- Provident Fund Scheme is provided.

- Gratuity.

- National Pension Scheme.

- Encashment of Earned Leave.

ICT Facilities

- The college has a technologically well-equipped and Wi-Fi-enabled campus.

- There are 45 ICT-enabled classrooms with laptops and projectors to facilitate the e-learning process and Four well-equipped computer labs for taking practical classes.

- Softwares: SmartProf, G Suite, braille and 'Jaws', Tally, R, Python, Microsoft Office, TORA and others.

- Digital I-Cards.

Support & Recreational Facilities

- Subsidised canteen and Café Coffee Day outlet.

- Well-maintained and sanitised rest rooms.

- Gymnasium facility for staff.

Other benefits are provided as per the service rules stated by University of Delhi in accordance with UGC guidelines.

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

65

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

7

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

17

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)	View File

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

The college has an effective Performance Appraisal System in place

The features of the performance appraisal system of Teaching Staff are as follows:

a) The performance of each faculty member is assessed according to the Annual Self-Assessment for the Performance Based Appraisal System (PBAS).

b) Promotions are based on the PBAS proforma for UGC Career Advancement Scheme (CAS) 2018 and CAS 2010.

c) The Institute accords appropriate weightage for the voluntary contributions of faculty members towards the duties and responsibilities assigned to them for college activities beyond academics, in their overall assessment.

d) The faculty members Fill Annual Performance Appraisal Report (APAR) as per CAS 2018.

e) The PBAS proforma filled by the Faculty is checked and verified by the Heads of the Departments, followed by the Principal, Admin Officer, and the IQAC Director.

f) Faculty members whose promotions are due are recommended based on their API score.

Non-Teaching Staff

All non-teaching staff are also assessed through annual confidential reports and Annual Performance Assessment Report (APAR) as per Delhi University Norms.

Staff members are assessed under different categories like Character and Habits, Departmental Abilities, Capacity to do hard work, Discipline, Reliability, Relations/Co-operation with superiors, subordinates, colleagues, students and public.

File Description	Documents
Paste link for additional information	https://www.sggscc.ac.in/online-forms/faculty
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

financial audits regularly Response:

College conducts internal and external audits on a regular basis as per the requirements of University of Delhi and UGC. Internal audit is done on a monthly basis after considering all the requisite transactions like incomes and expenditures using bank reconciliation statements, advance settlement, income tax deduction, GST return, TDS return, etc. In case of any objections or suggestions pointed out, immediate action is taken.

External audit is done once a year by an external auditor appointed by the university/governing body. External auditor's report is then sent to the UGC. The external auditor scrutinizes some key aspects like funds related with student societies, building, general maintenance and hostel funds.

Proper records are maintained of both internal and external audit conducted, and all norms duly complied with while carrying out the audit work.

S.No

Year of Audit

Date of Audit

External Auditor

Internal Auditor

1

2021-22

20th June 2022

G.Deep & Co.

G.S.Kholi & Co.

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)

75000

File Description	Documents
Annual statements of accounts	[View File](#)
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

1. The college offers indoor and outdoor sports. The college's cricket field hosts day and night contests. For optimal resource usage, the college contracts with 'Turf Sports Academy' to host corporate cricket competitions. 2. Mata Sahib Kaur Girls Hostel can accommodate 126 girls from outside Delhi with 42 rooms. Students pay for room and board at the campus hostel. 3. A P&S Bank branch, ATM, and lockers are on campus. The bank rents and uses infrastructure. 4. The college has a clean, well-stocked café for students. Cafe Coffee Day sells drinks beside the canteen with affordable lunches and sweets. 5. For staff and students' convenience, the College has outsourced a photocopier outlet, which pays maintenance fees to the college. 6. The college's international cell organised the Afghan Faculty Forum for Enrichment with Ball State University, Indiana, USA. The programme gave theoretical and practical exposure for open interaction and development 7. The college strives to sign more MOUs and interact with organisations to exchange expertise. 8.

The college offers modern add-on courses in partnership with Weekendr, Bombay Stock Exchange Institute, The Institute of Cost Accountants of India, etc.

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 creates and implements ongoing quality improvement strategies for college and department teaching learning, and research. Following are IQAC-instituted procedures. College teaching research and technology ? The Research Committee was formed to boost faculty research projects and equip them with the essential research abilities. ? Faculty members are rewarded and are undertaking credible research because of the incentive programme. ? iPads for professors ? The information centre in the campus encourages digitisation. ? Internal evaluation, class attendance, clearance and admission cards are online through SmartProf' ? As required by the curriculum, the faculty conducts virtual presentations, open book assessments, case studies, practical exams, and written tests with the question and case study bans. ? The college library has a book bank; that lends books to low-income students. ? The college also received a free Google Suite licence for teaching-learning. Empowering Students Beyond the Curriculum ? Beyond-the-curriculum empowerment Centre of Professional Development offers add-on courses with Delhi Legal Services Authority, BRICS Chamber of Commerce and Industry, Tally Education Pvt Ltd.. ? Foreign Language Course Committee offers certificate courses in German, French, and Japanese. To help staff and students; emotional and physical welfare, the IQAC mentorship programme, and student counsellors are used.

File Description	Documents
Paste link for additional information	https://assessmentonline.naac.gov.in/storage/app/hei/SSR/106294/6.5.1_1638205817_6069.pdf
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

1. Digital, campus-based, research-oriented infrastructure The IQAC found that upgrading the campus building, digital, and research infrastructures improves teaching-learning processes: ? The college uses Mobiquel's SmartProf app. A custom application displays attendance, internal assessment, e-notices, placements, and scheduling. ? Each Society/Club/Department has a domain-based email. ? ERP (Enterprise Resource Planning) for student and faculty details encapsulated institute-related processes. ? Conference and seminar rooms feature modern amenities. The staffrooms, new cubicles and reading spaces increase teachersefficiency. ? A modern girls hostel has opened. ? College rooftops are getting solar panels. New campus routers have increased Internet speed. ? IQAC helped form a research committee with training sessions to teach faculty research and technical abilities. 2. Local and global student engagement IQAC noted need to increase student involvement with the alumni network and companies locally, and international institutions globally. These accomplishments are described below. ? The college has partnered with BRICS Chamber of Commerce and Industry, Delhi Legal Services Authority, and Tally Services Pvt. Ltd. for industry collaborations and add-on courses. ? The college signed MOUs with the University of Melbourne and Ball State University, USA. ? To promote global involvement, the college offers German, French, and Japanese certificate programmes.

File Description	Documents
Paste link for additional information	https://assessmentonline.naac.gov.in/storage/app/hei/SSR/106294/6.5.2_1638206175_6069.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	https://assessmentonline.naac.gov.in/storage/app/hei/SSR/106294/6.5.3_1638209556_6069.pdf
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 strives for creating gender just environment for learning. To ensure safe and fearless campus environment, college is under complete surveillance system via security cameras in all nooks of the college and the entry in college is strictly restricted to the authorized personnel. The

installation of the complaint boxes in the college and the robust redressal mechanism addresses the sexual harassment and has led to ragging free campus. The college has designated a counselor to handle the emotional, social and psychological needs of those who question gender. Teachers through faculty mentorship program guide and help students to unlearn patriarchal attitudes and make them comfortable with gender equitable environment. Girls Common Room provides the girls personal space for recreation and the girls hostel provides a safe in-house facility for the out-stationed students. The college encourages females to participate in sports and various cultural activities by reserving seats for them. Gatka, the holistic martial art along with self defense classes train girl's mind and body and make them competent in self defense. The women development cell of college regularly organizes gender sensitization workshops and talks. The college strictly follows equal pay policy and the female staff members hold significant administrative positions.

File Description	Documents
Annual gender sensitization action plan	http://sggscc.ac.in/gendersensitization
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.sggscc.ac.in/uploads/naac-docs/7.1.1%20Additional%20Information.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	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

The college follows a comprehensive approach to conserve resources and minimize waste. The campus has an effective solid waste management program for collecting, segregating, recycling and disposing of materials. College in collaboration with E waste recyclers India has placed E waste Collection bins and has installed Organic Waste Converter that decomposes segregated organic waste within the campus and hostel. Sanitary Napkin Incinerator in the college addresses the problem of sanitary waste disposal. Under rain harvesting system soak pits have been constructed for discharging waste water and recharging ground water table. College motivates students, staff and visitors to practice the 3R's concept of waste management in their daily operations and move towards following a sustainable lifestyle. Under the initiatives like "UN led Green Nudges" and "Green Good Deeds" students were motivated to adopt environment friendly habits and green lifestyle. "Waste to Wonder" encouraged students to develop tyre garden from waste tyres; "Air purifying plants" motivated students to develop vertical garden of air purifying plants by using discarded plastic bottles.To ensure community awareness and participation the college organizes drives on cleanliness and waste collection and encourages students to carry their own bottles, bags and lunch box during langar and minimize plastic usage.

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	**A. Any 4 or all of the above**

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: 1. **Restricted entry of automobiles** 2. **Use of bicycles/ Battery-powered vehicles** 3. **Pedestrian-friendly pathways** 4. **Ban on use of plastic** 5. **Landscaping**	A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	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 following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	A. Any 4 or all 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	View File
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment	A. Any 4 or all of the above

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

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	[View File](#)
Any other relevant information	[View File](#)

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).

Living up to its motto of "Behold All Human Race as One", the college provides concerted efforts to cater to all diversities uniformly. The college promotes harmonious existence amongst students, teaching faculty, non-teaching staff and all other stakeholders, irrespective of their cultural background, socioeconomic status or any other diversities. A proof of this is the diversity of students admitted in the college. SGGSCC has a large number of outstation students, belonging to different states of India. Moreover, we attract students not just from within the country but from countries such as Syria, Nepal, Afghanistan, Nigeria and others. The college also encourages a multilingual environment by offering certificate courses in French, German and Japanese language. It also holds special Gurmukhi classes for students interested in learning the realms of the script. In fact, Amrit, the college magazine, has separate sections for Hindi, English and Punjabi. The College celebrates all major festivals of India with enthusiasm, along with National days which inculcates a spirit of harmony amongst

students of diverse backgrounds. The college also provides financial aid to support students with disadvantaged backgrounds. SGGSCC takes steps to promote gender equality (Section 7.1.1) and provides appropriate disabled-friendly infrastructure.

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

SGGSCC enthusiastically celebrates all national days and other important days such as Independence day, Republic day, voters day, yoga day and others. The Political Science Wing celebrated the "Voter Awareness Week" in January 2022. During the week, a webinar on the topic "Youth participation as electorates for a healthy democracy" was organized. Politique, an online bi-monthly newsletter published by the Political science wing of Republic covers a whole range of refined articles on diverse topics covering national and international current events and legal amendments. Other events included POLITOONS, an online cartoon making competition and POLIQUIZENDO 2.0, an online quiz, which sensitized students about various issues such as gender equality, misleading politics etc. NSS celebrated National Service Day on September 24th, 2021 with the motto of 'NOT ME BUT YOU', teaching the masses the importance of societal welfare, reflecting the essence of democratic living. NSS also observed National Constitution Day, popularly known as Samvidhan Diwas, to commemorate the adoption of the Indian Constitution in 1949. NSS and NCC honoured and paid tribute to the patriots by commemorating Martyrs Day and Vijay Mahotsav: Kargil Vijay Diwas, sensitizing students to the great sacrifices made for our country.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.sggscc.ac.in/uploads/informationCentre/aqar2122/Attachment%207.1.9.pdf
Any other relevant information	**Nil**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff   4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

The college enthusiastically celebrates and marks all prominent national and international days. These celebrations instill a feeling of unity and educate students about the importance of culture, history and environmental issues. Independence day and Republic day was celebrated with flag hoisting and oath taking ceremonies. On Republic Day 2021, the team presented the benefits of Surya Namaskar and how it is performed as part of the Government of India's 75-Crore Surya Namaskar project. Jashn-

e-Azaadi, an online competition for school kids around the country was organized. The College also celebrates all major festivals be it Diwali, Baisakhi, Gurpurab or Christmas. During the Christmas season, we hosted a Secret Santa Drive for the underprivileged. To commemorate World Nature Conservation Day on July 28th, 2021, members planted trees in their houses and neighboring areas like gardens and public parks to safeguard and make our mother earth greener. Apart from these many other important days such as Gandhi Jayanti, Yoga Day, International Women's day, Martyr's Day, World Cancer Day, World Paper Bag Day, World Heritage Day, Big Butterfly Month, World Wildlife Week, World Environment Day, Teacher's Day, Samvidhan Diwas, Jagrukta Abhiyan, Rashtriya Swachhta Diwas were celebrated.

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

7.2 - Best Practices

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

Best Practice 1: Community Engagement

https://www.sggscc.ac.in/uploads/informationCentre/aqar2122/Best%20Practice%201.pdf

Best Practice 2:Professional Skill Development and Experiential based Learning

https://www.sggscc.ac.in/uploads/informationCentre/aqar2122/Best%20Practice%202.pdf

File Description	Documents
Best practices in the Institutional website	https://www.sggscc.ac.in/uploads/informationCentre/aqar2122/Best%20Practice%201.pdf
Any other relevant information	https://www.sggscc.ac.in/uploads/informationCentre/aqar2122/Best%20Practice%202.pdf

7.3 - Institutional Distinctiveness

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

The institution has nurtured a culture of Research in a Transdisciplinary Context with the objective of nurturing inquisitiveness and problem-solving skills in learners and faculty. The institution puts an impetus on collaborative discourse and orients research at inter-departmental and inter-institutional levels. Centre of Excellence facilitates research in different areas, bringing together students and faculty from different disciplines to undertake innovative projects. To make research a continuous process, faculty development programmes, workshops, training sessions, and hands-on training programmes are regularly organized for students and faculty. To encourage quality research work, faculty members whose manuscripts are published in Scopus-listed journals are awarded with Research Incentive, 10,000 INR per article, up to a maximum of two articles, per academic session. Research Grants are also provided to faculty members teaming with college students, for pursuing any Innovation Project, scrutinized by a panel of competent authorities. Students are also encouraged to make Research Work Presentations in Conferences organized by the college and elsewhere. Faculty members are actively engaged with the respective Departments as Research Guides, in Curriculum Designing, and developing Self-learning Modules for learners. 5 faculty have been promoted to Professors and 10 to Associate Professors in the year 2021-2022 for their academic credentials.

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

7.3.2 - Plan of action for the next academic year

1. Improvement and upgradation of infrastructure in the form of renovation of Seminar facilities in the college

2. Regular meetings of IQAC to discuss improvement in Departmental plan

3. Collection and tabulation of data and implementation of digitization of records

4. Implementation of best practices in the agenda

5. Community engagement activities in various clubs like UBA for adoption of select villages

6. Promotion of faculty and facilitation by screening of applications, plagiarism check of the research articles

7. Orientation of freshers about clubs and societies

8. Preparation of academic calendar for the college

9. Training students for placements

10. Planning for renewable resources of energy and obtaining a goal of sustainable campus

11. Development of social Entrepreneurship cell in college

12. Signing MOUs with reputed educational institutes and industry