



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution

Khalsa College of Engineering and Technology

- Name of the Head of the institution **Dr. Manju Bala**
- Designation **Director**
- Does the institution function from its own campus? **Yes**

- Phone no./Alternate phone no. **01835030760**
- Mobile no **9878402703**
- Registered e-mail **kcetamritsar@gmail.com**
- Alternate e-mail **naackcetcoordinator@gmail.com**
- Address **C- Block, Ranjit Avenue, Near MK Hotel**
- City/Town **Amritsar**
- State/UT **Punjab**
- Pin Code **143001**

2.Institutional status

- Affiliated /Constituent **Affiliated**
- Type of Institution **Co-education**
- Location **Urban**

- Financial Status **Self-financing**
- Name of the Affiliating University **I.K. Gujral Punjab Technical University**
- Name of the IQAC Coordinator **Dr. Ripin Kohli**
- Phone No. **8146585472**
- Alternate phone No. **01835030765**
- Mobile **9780363388**
- IQAC e-mail address **iqac.kcet@gmail.com**
- Alternate Email address **deanacademicskcet@gmail.com**

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

<http://naac.kcet.co.in/>

4.Whether Academic Calendar prepared during the year?

Yes

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

<https://kcet.co.in/ac-2022.pdf>

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A	3.01	2022	14/06/2022	13/06/2027

6.Date of Establishment of IQAC

12/04/2018

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 5

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

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

- If yes, mention the amount

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

Introduction of new Course/Programs in the year 2021-2022 and shifting the academics towards multidisciplinary areas as per the current scenario and demand.

MoUs with various industries/institutions of national and international repute to enhance the knowledge and skills of faculty and students to meet the current demand of industry.

Various activities conducted under Institutional Innovation Cell of the college so that students get chance to interact with various eminent personalities to enhance their skills

Along with the quality of academics, IQAC also focused on the quality of life for students and faculty. Round the year various yoga/mediation sessions, human values activities were held for the better quality of life

Focus on the overall development of students through College virtual parenting cell.

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
To get accreditation of NAAC	Achieved Grade A
To move towards academic expansion	11 new multidisciplinary Courses were introduced in the institution
To motivate faculty for research	Large number of research papers published by faculty
Infrastructure enhancement	Lift, New Boy's Hostel, New labs and classrooms for new courses

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

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• Name of the Head of the institution	Dr. Manju Bala
• Designation	Director
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• Location	Urban
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4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://kcet.co.in/ac-2022.pdf				
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Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A	3.01	2022	14/06/2022	13/06/2027
6.Date of Establishment of IQAC			12/04/2018		
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			5		
• Were the minutes of IQAC meeting(s) and compliance to the decisions have			Yes		

been uploaded on the institutional website?	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> If yes, mention the amount 	
11. Significant contributions made by IQAC during the current year (maximum five bullets)	
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13. Whether the AQAR was placed before statutory body?	No
<ul style="list-style-type: none"> Name of the statutory body 	

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2022	23/02/2022

15. Multidisciplinary / interdisciplinary
<p>Keeping in view the New Education Policy 2020 guidelines, Khalsa College of Engineering and Technology has made progress by expanding its academic radius towards being a multidisciplinary/interdisciplinary college w.e.f session 2021-2022. Various new AICTE Courses as well as UGC Approved courses have been introduced in the college. Among AICTE Approved Courses: B. Tech in Artificial Intelligence and Machine Learning has been introduced in the session 2021-2022. As far as UGC Approved Courses are concerned, following courses were merged by IKG Punjab Technical University from session 2021-22: B.Sc. Honours (Agriculture), Bachelor's in Computer Applications (BCA), Bachelor of Hotel Management & Catering Technology, B.Sc. (Medical Lab Science). Following new UGC Approved Courses from session 2021-22 were introduced: Bachelor of Business Administration (BBA), B.Sc. (Radiology & Imaging Technology),</p>

B.Sc. (Medical Technology -Anaesthesia &Operation Theatre), M.Sc. (Radiology & Imaging Technology), M.Sc. (Medical Technology-Anesthesia &Operation Theatre). Since our institute is affiliated, so the practice of multiple entries and exits can only be implemented after the guidelines of Affiliating University. Keeping in view the integration of humanities IKG Punjab Technical University has already incorporated subjects like Professional Practice Law and Ethics, Universal Human Values, and Environmental studies.

16.Academic bank of credits (ABC):

The college is affiliated with IKGPTU, Kapurthala and whenever we receive any guidelines and instructions from the university, the Academic Bank of the Credits will act according to their guidelines and will be further implemented in the college.

17.Skill development:

Our institute focuses on Multi-skill development of the students to enhance their employability so that they can get gainful employment or become successful entrepreneurs. Besides their course curriculum, the following languages and technologies are being taught as add-on courses or MOOC courses like Soft skills, Python, C++ with gaming, cyber security, Internet of Things,(IoT), Smart Devices and mobile Emerging Technologies, Big Data, AI Machine learning, Basics of MATLAB, Robotics, ARDUINO Programming, BIM Application for Engineers, Mechanics of Materials, 3D Modelling from Architectural, Drawings, Disaster Preparedness, Electrical Discharge Machining, Surface Engineering of biomaterials, Computer-Aided Design, Emerging trends in biomaterials, etc. The College has sufficient human resources and other resources to continue: teaching skill development as per the needs of the time and industry. Besides all these add on courses students are taught courses like Human Values and Professional Ethics and Universal Human Values for humanistic and ethical development. Various workshops and expert talks are conducted during the session to enhance the humanistic approach of every student individually. Students participate in litter free processions that imbibe the values of righteous conduct and responsible citizens amongst the students. Every year Ardas Diwas is held to welcome the new students and pray for humanity in all. Also various yoga/ mediation activities along with constitutional activities are held round the year that inculcates the value of spirituality, good citizens and nonviolence amongst our students.

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

Khalsa College of Engineering and Technology, Amritsar promotes Indian culture Especially Sikh Culture by integrating Indian cultural & Ethical Values and Traditions along with student curriculum by teaching them Human Values & Professional Ethics through Precept and Practices. We Believe in "vasudhaiva kutumbakam" i.e "Whole world is one Family" and Sikh tenet of "Welfare and well-being of all" (sarbat da bhala). Lectures, workshops, and online Webinars & Expert talks, are organized to inculcate the value of peaceful coexistence and universal brotherhood. The college has a Divinity Hall, and each Academic session begins with 'Ardas Divas' (Prayers and Blessings Day) followed by a community kitchen (Guru Ka Langar) on the principles of Caring and Sharing. All-important days of historical importance such as Guru Nanak's birthday, Guru Teg Bahadur's Martyrdom Day, etc. are celebrated in the main Gurudwara Sahib of Khalsa College. Besides this IKG Punjab Technical University has already included in the curriculum of students courses like: Constitution of India, Essence of Indian Traditional Knowledge, Humanities and Social Science and Development of Societies and Philosophy, that acquaint students with Indian Knowledge System.

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

Our institute already follows Outcome-Based Education System. The Program outcomes are designed as per NBA and Program Specific Outcomes are designed by the respective departments while Course Outcomes are designed as per the guidelines of IKG-Punjab Technical University as well as by the individual course coordinators. Apart from being uploaded on the website the PO's and PSO's have also been displayed permanently outside the office of Head of the Department. Course Outcomes are conveyed to the students by respective Course Coordinators during the commencement of the course. Students are also made aware about the Bloom's Taxonomy and it's level so that in future they can be their own best judge. Even while setting up the question paper's for mid sessional tests, Bloom's Taxonomy is strictly followed. Mapping of Questions in MST's, assignments, tutorial sheets is done with CO of the Subject (theory as well as laboratories). The attainment of PO's, PSO'S and CO's is calculated in each department for all subjects. Also, a number of expert talks/ guest lectures from eminent resource persons and academicians are conducted in various departments to achieve the COs.

20.Distance education/online education:

Since our college is affiliated with I.K.G. Punjab Technical University, Kapurthala, we can introduce distance education courses only if it approved by University. However, talking about online education our faculty provides education through online mode using various platforms like Google Meet, Microsoft Teams, Zoom, IIT Bombay Spoken Tutorial, YouTube, Swyam NPTEL as and when required.

Extended Profile**1.Programme**

1.1	15
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	404
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	288
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	52
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic	
3.1 Number of full time teachers during the year	90
File Description	Documents
Data Template	View File
3.2 Number of sanctioned posts during the year	90
File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	49
4.2 Total expenditure excluding salary during the year (INR in lakhs)	146.45
4.3 Total number of computers on campus for academic purposes	270

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

Khalsa College of Engineering and Technology is affiliated to the IKG-PTU Jalandhar, and follow the syllabus prescribed by it. The Board of studies for various disciplines of IKG-PTU constitutes the curriculum review committees, where the Director of the institute, who is a member of the Board of Studies, the syllabus is revised keeping in mind the need of the industry and other stakeholders from time to time. The academic calendar of the university is followed by the college. Dean Academics in consultation with H.O.Ds of different departments prepare the

college calendar for technical events and other co-curriculum activities. Time table, work load and requirement for faculty (if any) are prepared by all H.O.Ds. Coordinators prepare time table of all the departments before the start of the session. Departmental time table is prepared by the work load calculation of assigned theoretical and practical subjects, which are allocated on the bases of expertise and choice of faculty members. Time Table of the College is strictly followed without any lapse. For effective implementation of curriculum, the individual teacher plan, syllabus breakup and course files are prepared by the corresponding faculty according to the university criteria.

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 adheres to a transparent and continuous internal evaluation system. At the institute level, in order to implement the continuous evaluation of students, the periodic internal assessments are prepared on the basis of mid-semester tests (MSTs), intermittent attendance, class tutorials, quiz, worksheets and assignments. The tutorial classes are conducted every week and predetermined in the timetable for evaluation of class performance. The tutorial classes are also used to identify the slow and fast learners in the class on one to one basis. The date of MSTs along with the marks obtained by each student is recorded in the attendance register.

Under the guidance of the HOD, the internal examination superintendent controls the entire departmental examination process. During MSTs, the attendance records and documentation of answer sheets are prepared appropriately. The results are declared within 48 hrs. The evaluated answer books of MSTs are distributed to the students, feedback is given to them about the evaluation and they can seek clarification regarding the evaluation if required. After giving feedback, the duly signed answer sheets by the students are collected and deposited in the secrecy cell of the college.

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

C. Any 2 of the above

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

1.2 - Academic Flexibility

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

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

15

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)

7

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

106

File Description	Documents
Any additional information	View File
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 college conducts various courses that integrate cross-cutting issues as part of the curriculum prescribed by the university. The university curriculum has incorporated Human Values and Professional Ethics aspects through courses such as Human Values & Professional Ethics which encourages students to imbibe the human values which are important for their present and future life as a professional.

The university curriculum has also incorporated environmental and sustainability issues through courses such as Environmental Science, which covers the local, regional and global environmental problems related to use and over-exploitation of resources.

For the holistic development of students, the Institute offers the course related to Humanities & Social Sciences i.e. Foundation Course in Humanities (Development of Societies/Philosophy). Mandatory courses that include Constitution of India and Essence

of Indian Traditional Knowledge provide the contents associated to constitutional law and constitutionalism under the Scheme of Fundamental Right to Equality (Gender discrimination). The university offers the Mentoring and Professional Development courses for students in various semesters.

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

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

347

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

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

222

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

1.4 - Feedback System

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	http://naac.kcet.co.in/AQAR/1.4.1.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	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.kcet.co.in/feedbackreport.php

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

187

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

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

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

22

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

2.2 - Catering to Student Diversity

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

Students are examined through counselling while joining the institute, as well as through teacher's personal interaction and class examinations. Students have a faculty mentor. The mentor takes personal and academic care.

Advanced and Slow learners are identified based on classroom participation, previous university examinations, and MST-1. Students with grades below 40% are categorized as Slow learners while above 75% as advanced learners. Departments conduct remedial classes for slow learners beyond the regular class hours to clear concepts and understand tough topics better. Faculty provide class notes, question banks, and discuss how to write exam answers to score better.

Students with a tendency for advanced study are given reference books, research/review articles, etc. They Participate in debates, group discussions, technical exams, presentations, new projects, and seminars to strengthen analytical and problem-solving skills and presentation skills. They are encouraged to learn new technologies, establish projects, conduct research, etc. They're also advised to pursue NPTEL courses, MOOCs, ORACLE Certification, and Microsoft Certification. Students with academic excellence are

awarded with cash prizes. The institute hosts Seminars, Guest Lectures, Expert Talks, Industrial Visits, and Webinars for slow and advanced learners.

File Description	Documents
Paste link for additional information	http://naac.kcet.co.in/AOAR/2.2.1%20FINAL%20NEW_compressed.pdf
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
404	90

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The college is committed to use the student-centric methods as regular academic practices that enhance the life long learning skills. The students of this institute are actively engaged in experimental and laboratory work for real implementation of lessons that they learn in the class room.

Students actively participate in technical/cultural events at the college level, state level, and national levels in which they generally get various positions. Through the activities stated above, the students learn the significance of soft skills like effective communication, presentation skills, etiquettes and corporate grooming. The students enhance their problem solving abilities by engaging in project works. Expert lectures & industrial visits assist the students to understand the working culture and current industrial issues. The conversations with experts motivate the students in terms of problem-solving skills. The assignments and tutorials are given to the students regularly to improve their analytical abilities. The college library is well

equipped with books & e-books, technical magazines, journals & e-journals to help our students in getting updated information.

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

Our institution promotes the use of ICT tools to make teaching-learning more fruitful and effective and the students get the benefit. The college has various ICT infrastructures to facilitate interactive teaching and learning. There are 12 projectors fitted in classrooms with a bandwidth through two ISP providers providing 110 Mbps speed. Wi-Fi facility is provided throughout the campus. Other ICT tools available are like advanced PCs, Laptops, multimedia systems, projectors, etc. along with soft-wired tools like NPTEL, MIT open course web portals, YouTube, etc. These tools help the faculty to make their teaching more effective. Institute has signed a letter of association with IIT Mumbai to facilitate spoken tutorials of various subjects of Engineering and Applied sciences to enrich students' exposure to the elite faculty of the premier institution. Institute has registered with AICTE Parakh web portal for learning assessment. Students utilize these to learn beyond the classroom curriculum and enhance their skills. They are encouraged to learn new technologies, develop projects, carry out research activities; National and International paper presentations, etc. They are also guided to take up additional courses viz. Swayam - NPTEL courses, MOOCs, ORACLE Certification, and Microsoft Certification, etc. by using ICT tools.

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

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

2.3.3.1 - Number of mentors

28

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**

90

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

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

12

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

363

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

2.5 - Evaluation Process and Reforms

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

The institution maintains high transparency in conducting internal assessment exams by adopting several effective mechanisms as given below: - Schedule of the exams, Syllabus, and Question Paper pattern adheres to the academic calendar, and regulations of the institute are displayed well in advance before the commencement of the academic session.

Internal assessment of the student is calculated by taking the average of the two MSTs along with the marks scored in assignments and attendance. The evaluation process is completed within 2-3 days. The evaluated answer scripts are distributed to students within a week to maintain transparency in the evaluation system. Mistakes by the students are being discussed and suggestions are given for the better performance in future. Marks lists are displayed on the notice board after being finalized and submitted to the respective HODs. The answer scripts are being deposited in secrecy cell. Marks and attendance are sent to the student's parents through post. There is a Rationalization committee being constituted by the university to inspect the internal assessment and check out the discrepancies.

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 institution has a mechanism to deal with exam related grievances. In case any student is not satisfied with the evaluation, he can first of all discuss the issue with concerned course coordinator for re-evaluation. Still If the student is not satisfied with the response, he/she can approach the HOD and further approach to Dean Academics. Moreover, they can approach Grievance Redressal Cell. The Cell takes utmost care in resolving exam related issues such as less marks, counting mistakes, poor evaluation, out of syllabus question paper, etc. Issue is usually addressed within a day and the whole process takes maximum seven working days and rectified marks are recorded.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://kcet.co.in/onlineg.php

2.6 - Student Performance and Learning Outcomes

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

The institute ensures that information related to PO, PSO, and COs reach the students so that they may understand everything about the programs and the respective courses being undertaken by them. The PO, PSO, and CO is uploaded on the college website so that the prospective students seeking admission in a particular program may view them and get informed about the program being undertaken. In the same way, the students enrolled in different programs also get benefitted from this information as they come to know about their programs and their respective courses and their outcomes. Apart from being uploaded on the website, POs and PSOs are displayed on the departmental notice boards, provided to students in soft form and also in hard copy form, if they demand so. The COs are conveyed to the students by the teachers in classroom interactions when they start teaching a particular course. Copies of POs, PSOs, and COs are available to the teachers also. The head of the department ensures that teachers get this information in hard or soft form. Teachers are informed on these topics through departmental faculty meetings. COs, POs, PSOs are included in course work files by course coordinator and displayed on

departmental notice boards and laboratories.

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

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

The attainment of POs, PSOs, and COs has calculated for subjects. The method of measuring attainment is explained below:

Direct attainment: It has two components internal and external marks. Internal marks have 40% weightage while external marks carry 60% weightage. Internal marks include marks obtained in mid semester tests, assignments/tutorials. External marks include marks that are obtained in end semester university exam (60 marks). The direct attainment is given 80% weightage in overall attainment.

Indirect attainment: Indirect attainment has 20% weightage in overall attainment and it includes feedbacks.

The direct and indirect attainments are being measured in the following steps:

Step 1: Mapping of questions in the MSTs with COs.

Step 2: The MST marks, assignment, and tutorials sheet marks are filled in the respective excel sheets. With the help of the above, the final attainment of MSTs is obtained.

Step 3: The average of the marks is calculated and the university attainment is evaluated.

Step 4: By applying the formula in the excel sheet the final attainment of COs is calculated. The mapping of POs, PSOs with COs is done; the final attainment of Pos and PSOs from COs is calculated and compared with the target value set.

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

49

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

2.7 - Student Satisfaction Survey

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

<http://naac.kcet.co.in/AOAR/2.7.%20final.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

3.1.2.1 - Number of teachers recognized as research guides

3

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

0

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

3.2 - Innovation Ecosystem

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

Khalsa college of Engineering & Technology, Amritsar has established an Institute Innovation Cell (IIC) in 2019 with aim to

encourage, inspire and nurture young students by supporting them to work with new ideas while they are in the formative stages of their lives i.e. to consistently foster the culture of Innovation & startup ecosystem. We provide our students and faculty an ample of opportunities to connect & participate in various Innovation initiatives in order to inculcate entrepreneurial capabilities amongst them. This has created a vibrant innovative environment in the Institute. IEDC - Institution Entrepreneurship Development cell organizes various webinars/seminars and workshops for the awareness related to startups, patents and IPR - Intellectual Property Rights.

Various startups were initiated by the faculty, alumni and students under the guidance of this cell. Under the tag line water conservation a startup called "Aneja Food and Beverages" started by Mr. Sajan Aneja, Alumni. Under this startup, biodegradable water bottles were launched and initiated various products to control plastic waste. On the other hand, to replace the plastic packaging by wooden material a startup called "Woodtreaks" started by Er. Maneet Kaur, Faculty of the Institute.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kcet.co.in/Kcetiic.php

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

11

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

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year**3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year**

0

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

34

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**

9

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

3.4 - Extension Activities

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

The institute supports the ongoing contribution of students to the neighborhood community for their holistic growth through a variety of activities. Various awareness campaigns, seminars, rallies, webinars relating to cleanliness, green environment, gender awareness, traffic control awareness, empowerment of girls and women are organized regularly.

N.C.C (Army Wing) of 24 Punjab Battalion NCC with the strength of 51 Cadets. NCC (Army Wing) has been actively working since 2017. Combined Annual Training camps of 24 Punjab Battalion NCC Amritsar are held every year at college campus. During the camp, training on weapon handling, map reading, and drill along with personality development is given to the cadets. Gun machine simulator lab established in the campus for the practical training of the cadets. They also actively participate in different activities like Swachhta Abhiyan, various Health Awareness Campaigns under State and Central Government schemes, Tree Plantation drives, Anti-Drug Campaign, Water Conservation programs with the motive to inculcate harmony amongst the cadets.

National Service Scheme (NSS) rendered by our college students has covered several aspects like blood donation camps regularly organized, tree plantation camps, sanitation drives, etc. Institute collaborates with the Knowledge Villa Integrated Society and MGNCRE, Govt of India to work for the betterment of the society.

File Description	Documents
Paste link for additional information	https://kcet.co.in/nss.php
Upload any additional information	View File

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

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

4

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

11

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

92

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

9

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

15

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Khalsa College of Engineering & Technology spread over an area of 10 acres with colossal building, hostels, workshops, library, seminar halls, multipurpose hall, spacious classrooms, and well-

equipped laboratories and cafeteria. Surveillance cameras are installed for the security and safety. The College has different branches as per the following details:

Type of Building

Units

Class Rooms

48

Laboratories

53

Faculty Rooms

36

Secrecy Cell

2

Washroom Blocks

15

Seminar Hall

1

Workshop's

5

Boys Hostel

2

Girls Hostel

1

Library

1

Conference Hall

1

Multi-Purpose Hall

1

Administration Block

1

Director's Residence

1

Lift

1

All-Purpose Hall

3

Stationary Shop

1

Cafeteria

1

Generator Room

1

Surveillance Room

1

Security Rooms

2

The College provides furnished hostel for boys and girls. Computers Labs are equipped with the latest hardware and Snetclass software. The college has lift, stationary shop, cafeteria, surveillance room, security rooms, guest room and vehicle parking area. College has multipurpose hall with the capacity of 300, conference hall (60) and a seminar hall (110) and Examination Halls, Drawing hall, Divinity Hall and Consultancy Lab. It has separate common room for boys and girls, a music room. A medical room is available for first aid with transportation facility to hospital. A free 40 seated bus has been provided for transportation. The Administrative Block has Training & Placement Cell, Dean Academics, Registrar, Alumni, Director's Office, Residence and facility of car to the Director. The College has its own 11/400kv indoor substation of 315 KV A. A solar plant of 250kv has been installed.

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

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

The institute has well prepared international standard Lawn Tennis ground with length 78 feet and width 36 feet and net of 3 feet in height, The institute has adequate facilities for sports grounds for football, Cricket, Volleyball, Basketball, Badminton. The grounds are also well groomed for field events such as Long Jump, Shot Put, Javelin Throw, well-marked tracks for Athletics and games, (as per standard norms 6 x 1.25 M) for example 100 Mtr., 200 Mtr., 400 Mtr., 800 Mtr., and Kho-Kho etc. The institute also has a Yoga/Mediation Hall, open gymnasium and a provision for indoor games like chess, carom board etc. in the Common Rooms. The institute also utilizes the sports facilities available in our Main Khalsa College, Amritsar such as ground for Cricket and swimming pool as per the established international standards.

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.

12

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)

17.45

File Description	Documents
Upload any additional information	View File
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)

Library has made consistent progress in terms of the digitization, collection of books, periodicals, databases and E-resources. It has availability of textual resources consisting of textbooks, Reference books, Project files, Journals, Encyclopaedias, Dictionaries, Magazines, and Newspapers. The library is divided into departmental sections i.e General Reference, Periodical, Magazine, book and Newspaper section, staff reading room, and student Reading Room. The college is using "E-governance" software set up by HertZest i-Technologies and operates under the "Open

Access System". The Web-OPAC provides remote access to its repertoire of textual resources. It contains the previous year's question paper sets, online open-access resources, assignments coverage under AICTE PARAKH, Competitive exam resources, etc. The college has subscribed to services of the DELNET consortium which provides access to more than 3,000 E-journals and more than 10,705 e-books. The library has a physical stock of 12,783 books and physical print journals stock of 11. It has proper internet and Wi-Fi connection to access e-resources and provides services like Computerize issue/return, new arrival display, Subscription of journals - print and Orientation programs for new Students. Library cards are issued to all students. The college has appointed Librarian, Assistant-Librarian, and Library- Restorer. Entry register is maintained regularly.

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 B. Any 3 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

2.30

File Description	Documents
Any additional information	View File
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

80

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

4.3 - IT Infrastructure

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

The college has an enormous and latest IT infrastructure to support the learning and teaching process. The aim is to provide the facilities for the students to utilize resources to reach greater heights. To enable this, the institution frequently updates its IT facilities. College is facilitated with 270 computers connected through two service providers Netplus with 100 MBPS leased line that are accessible to the students and teachers and BSNL with 10 MBPS line for academic and co-curricular activities. Faculty and non-teaching staff have been allocated individual computers with sufficient data network switches, access points, one high-end server, and 1 SOPHOS firewall for content filtering. The various online examinations of various departments like GATE, PSPCL, Banking, etc. are conducted on weekends. Printers are arranged in the offices, staff rooms, library, examination branch, and Laboratories. The whole campus including hostels is fully Wi-Fi enabled which encourages students and faculty members to use e-learning resources. Classrooms have been equipped with LCD projectors. The entire campus is monitored with 88 CCTVs including girls hostel, boys hostel, library and examination halls

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

4.3.2 - Number of Computers

270

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)

20.75

File Description	Documents
Upload any additional information	View File
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 Institute has a hostel with all the modern facilities along with full-fledged Works Department headed by qualified engineer for the maintenance with staff of Project manager, Supervisors, Estate Officer, Electricians, Carpenters, Gardeners, Plumbers, House Keeping Staff and Store In-charge. Calibration of Computers, electronics and civil engineering equipment is done twice a year. Maintenance is done in two ways: Major and Minor. Minor repairs done by the lab technicians and major by lab in-charge, Approval of equipments obtained from HOD and Director. If the expenses are higher than 25,000/-, then approved by the Society Office of Governing Body. Maintenance of equipment is done regularly in the labs and overseen by the in-charge teacher. Cleaning of labs/classes is done daily under the supervision of cleanliness-in-charge. The students are given pre instructions, list of experiments before doing the experiments. In charges and HODs periodically supervise the infrastructure. Yearly Audit of each Department is performed by every Department and the report is submitted to the Governing Body through e-governance.

File Description	Documents
Upload any additional information	View File
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

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

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

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

62

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://kcet.co.in/ses.php
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

78

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

78

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

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	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

10

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

2

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

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

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

1

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
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.

2

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

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

Khalsa College of Engineering & Technology strongly believes that progress is not possible without the involvement of its stakeholders. Students being the biggest stake holders are given every possible chance to aid, facilitate and organize different events. Khalsa College of Engineering & Technology has established a Student Academic and Administration Council .The student committees are formed for looking after extracurricular activities and academic events throughout the year.

Role of Student Academic Council (SAC)

The various roles of student academic council are as follows:

1. Provide feedback and suggestions regarding the timetable.
2. Provide feedback and suggestions regarding the content of various subjects.
3. Obtain and provide students feedback on each subject delivery, quality of instructions and other related issues.

4. Bring to the notice of the chairperson any immediate problem regarding academics at any time being faced by the student.

5. Provide feedback and suggestions regarding the administrative issues in the academic complex e.g. LHs, Labs, Seminar Halls etc.

Apart from the Student Councils, there are some other professional bodies in which students are playing an active role. These professional bodies are ISTE, IEEE, SCRS etc. A number of professional clubs have also been established to enhance the skills of students like NSS Unit, NCC Unit.

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

4

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

5.4 - Alumni Engagement

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

We have registered alumni association, which was registered on 19th April, 2021. Through this association, we regularly keep in touch with students who are at various higher positions and doing

great in different industries across the globe. In this association, we have four posts for the students:

1. President
2. Vice-President
3. General Secretary
4. Finance Secretary

Members of our alumni association work tirelessly for the enhancement of their juniors through various guest lectures, seminars and webinars. Every year alumni meet is conducted to be in touch with alumni association and to know about the well-being of the alumni.

During Alumni Meet the worthy director interact with various students and encourage them to become an integral part of student welfare and to be a mentor of current students. Such mentorship is very crucial for current students who do not have that much industry exposure.

Our Institute has purchased software named Altabayin order to maintain the smooth communication between the students and the college representatives. Various features of this software have been shared with students and a live demo was given to all students in order to understand it better during all Alumni meets.

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

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision

The vision of Khalsa College of Engineering & Technology is to spread the benefits of quality - oriented technical education to the youth of Punjab, especially from the rural Punjab on the basis of access & equity in consonance with the tenets of Sikh Gurus' welfare and well being of all' and emerge as a Centre of Excellence in technical education and research.

Mission

Our Mission is to produce professionals, who are creative and highly skilled with an international outlook and who are confident to contribute to the welfare of the Nation and humanity at large with an ambience of academic excellence in which research and scholarship flourish to provide innovators and leaders of tomorrow for societal and human good.

Objectives

Established in 2009 by the legendary 128-Year-old Khalsa College Charitable Society, Amritsar, Khalsa College of Engineering & Technology Amritsar is running efficiently with the active participation of The Management, the Director- cum- Principal, Deans, HODs, and whole-hearted cooperation and participation of the faculty and the staff. The Khalsa Governing Council delegates complete authority to the Director of the Institute to administer, manage and implement all the policies of the Institute's Vision and Mission in a democratic and participative way to run the intuition.

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

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

Various Committees have been constituted at the college level for

the proper functioning of the institute. Among them Consultancy Cell truly shows a truly decentralized and participative management.

The Case Study ----- How the Consultancy Cell of the college was established and its working

The Department of Civil Engineering mooted the idea of starting 'Consultancy Lab' in its periodic meeting in the year 2013. The proposal was discussed with the worthy Director. The departments setup a team to study its feasibility in the area and visit other consultancy labs in the state. The process took six months time to take a presentable form.

The Director and the HOD met the management with the proposal where it was discussed with the experts. Then the Director setup 'Purchase Committee' for the purchase of the machines as per policy of the management. The College Consultancy Lab came into being in the year 2014, costing Rupees 45 lakhs. Since its establishment, it has been offering consultancy services in various areas.

The college faculty and support staff gets 40% of the revenue generated while 60% of the share goes to the Consultancy service development fund.

Revenue of Rs/-295460 has been generated by the Consultancy department during the last year.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

College is growing in various domains:

1. Academics: Through (a) Expansion, (b) Standardization and (c)

Enhancement.T

The College Director enhances the strength of Institution and makes it a multi domain and multi-disciplinary College. The Outcome based Education system has also been implemented in the institute.

2. Research: Through (a) Reaserach, (b) Consultancy, (c) Industry Engagement and (d) Innovation and Incubation

Director motivates the faculty for enhancement in qualification with Ph.D, to Organize International /National conferences and to publish more research papers in journals like IEEE, Springer, etc. Faculty is motivated to attend FDPS to strive for excellence in teaching & learning process. Various MoUs have been signed and planned further

3. Faculty/ Teaching and Non-Teaching:Recruitment of more experrienced staff.

4. Infrastructure:Through (a) Academic, (b) Supporting and (c) Digital Infrastructure

The labs of the Institute are equipped with latest instruments to facilitate research.

5. Student Welfare: Through skill development/ student support and extracurricular activities

6.Alumni:Alumni Cell; alumni participation in teaching and alumni endowment.

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

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

1. The Khalsa College Managing Committee is the administrative head of the institution.

2. The Director has full authority related to appointments and ensuring the proper conduct of all the academic, research and extension activities.
3. There are different Committees and Cells made by the director focusing on specific tasks and roles in the College. Director has complete purchasing power and the executive leadership which is shared with the Deans, Registrar, HOD's and committees for central facilities, they have purchasing power upto Rs.10, 000/-.
4. Various committees of the college execute the institutional strategic plans for achieving the stated objectives through various tools such as:

- a. Academic Calendar
- b. Budget allocation
- c. Review meetings
- d. Report on the implementation
- e. Course plans

5. Service rules and procedures as stipulated by IKG - PTU Jalandhar, along with the Khalsa college managing committee are strictly followed by the institute which is also written in the appointment letter of each and every employee of the college and are taken care of by the HODs and the Office Superintendent who prepare the service books and HODs prepare the confidential annual report.

File Description	Documents
Paste link for additional information	https://kcet.co.in/Code%20of%20Conduct%20for%20Khalsa%20College%20Charitable%20Society.pdf
Link to Organogram of the institution webpage	https://kcet.co.in/Organogram.pdf
Upload any additional information	View File

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

A. All of the above

Support Examination

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 Managing committee of Khalsa College Charitable Society, Amritsar promote research and development by providing incentives.

- The Director of the college who herself is research oriented, motivates all the teachers to obtain research degree while in service.
- Those acquiring Ph.D Degree are given three increments after the award of Ph.D Degree.
- The Management provides funding and incentives to the faculty members for participating in international/national conferences/ obtaining books/journals/research material/research projects etc.
- Best Researcher Award (1 Lakh)
- Patent Award (50 thousand)
- Best Teacher Award (50 thousand)
- Sponsored Funding Research Project (10%) by Management
- Share of Consultancy (40%)
- Provident Fund scheme for the employees for a salary upto 15000/- and ESIC schemes for the employees for a salary upto 21000/-
- Earned leave for the employees. In case, any teacher or employee doesn't avail of winter break or summer break due to exigencies, he/she is entitled to have earned leave.
- All employees are entitled for Medical leave (10 per year) after three year completion of service.
- All faculty and other staff members of the college are given 12 casual leaves per year but women employees get 20 casual leaves as per IKGPTU norms.
- All women employees are entitled to Maternity Leave.

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

7

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

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

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

2

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

14

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

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

Khalsa College of Engineering and Technology is following the evaluation procedure recommended by AICTE viz. The teacher's performance and staff performance are evaluated arranged into three significant classifications.

1. Annual Service Book

Every faculty member has individual service book record in our in-house e-governance system. Service book Record is maintained with full information related to each employee. Data updating, extensions in service, achievements, promotions and grant of annual increments etc are entered in the service book record.

2. Annual Confidential Report

Every faculty member has to fill the Self -appraisal Performa every year which forms the basis for filling the Annual Confidential Report (ACR) to evaluate the performance of the teacher for recommendation for granting benefits/ facilities.

3. Student Feedback

Further, towards the end of every semester, feedback forms are given to the students for each of the courses attended by them. A group comprising of the Head of the Department, Dean Academics and a senior faculty in the department analyze the feedback from forms collected from the students and recommend reasonable measures to improve the teaching learning process.

In addition, for non-teaching staff feedback is gathered from general office and sent to the managing committee with recommendations for increments and incentives.

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Yes, the internal and external audit of institution affairs is conducted regularly. To bring transparency and efficiency in the

maintenance of account in the institution, the internal audit is conducted by the staff of Khalsa College Charitable society, Amritsar headed by a Chartered accountant who has been appointed as the internal auditor of the society. He along with his team visits the institution for checking of account records under various Heads such as:

1. Cash Book
2. Bank Accounts
3. Students Fee
4. Salary
5. Purchase
6. Journal
7. PF/ESI
8. Income Tax Deduction

The External audit is conducted by a firm of Chartered Accountants appointed by Khalsa College Charitable Society, Amritsar. The balance sheets of all institutions are duly signed by the team of Chartered accountants and the main office bearers of the society are published in the form of an Information brochure.

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)

55475

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

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

All the resources for the infrastructure augmentation and maintenance are provided by the Khalsa College Charitable Society as per the budget allocation. Main resource of the college is tuition fee charged from the students and i.e. strictly according to the fee approved by IKG PTU, Jalandhar. However, the college at its own level, generates some revenue by charging some amount for the utilization of College Infrastructure when outside agencies apply for conducting their exams (online or offline), as the college has excellent Examination Halls fitted with CCTV cameras and labs have computers with latest configuration. The College Consultancy lab also generates revenue as service charges received from various agencies and private companies for testing the strength of material.

Amount Received

2021-22

Total

Through Consulta

ncy Lab

295460

295460

Infrastructure

used by outside

agencies

189532

189532

Grand Total

484992

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

The main aim of IQAC is to focus on overall quality of ongoing activities in the institution. IQAC aims at improving the Quality of Academics as well as quality of life.

1. Quality of Academics:

Improving the quality of Academics is the major concern of IQAC. Since each student as different caliber and different understanding level so slow and advanced learners are identified. The teaching methodology for both of them is different. Students are also provided with ADD-ON courses keeping in view the latest industry demands.

2. Quality of Life:

IQAC takes the responsibility to improve the quality of life and hence focus on holistic development of students. There are various Audits viz: Water Audit, Health Audit, Campus Cleanliness Audit, Food Audit, etc through various reports submitted by the concerned committees. There are various activities/interactive sessions/seminars/webinars related to ethical values, yoga and meditation.

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

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

The institution formed an IQAC cell to assess the teaching and learning process in the institute and recommend the steps to be taken for improvements.

Example - 1

Teaching and Learning System

The organization supports the teachers and students to attempt self motivated improvement exercises with the objective to constant improvement in their performance.

Majority of the teachers use multimedia projectors to teach through power-point presentation besides class room lectures, online seminars, class room seminars, workshops and other interactive methodologies to make the learning teaching process effective and interesting.

Example - 2

Feedback System

1. During the academic system, Feedback is taken and MSTs are conducted twice in every semester. After every MST there is a regular practice of sending MST reports to the parents of the students. In addition, MST copies are also shown to students and attendance of each student is compiled and also informed to students and recorded with sign of every student.
2. Remedial classes are organized and scheduled for slow

runners after every MST of each semester. The separate time table is prepared after every MST and classes are scheduled from 4:20-5:00pm.

3. It is ensured that every class gets at least one period in a day to visit the library along with the teachers to get familiarized with the books and journals on the subjects. The college facilitates the learning online courses like MOOCs, NPTEL etc. Our college is a nodal center local chapter of NPTEL.

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

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://naac.kcet.co.in/AQAR/6.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

Institute puts great effort to maintain and provide an inclusive

environment where male and female students, faculty members and non-teaching staff can work together in an atmosphere free of gender violence, sexual harassment, and gender discrimination providing a sense of personal security and dignity. The Institute provides CCTV surveillance throughout the campus as well as in boys' and girls' hostel for safety and security purposes. Various Committees viz: Women Cell, Anti-ragging committee as well as anti-sexual harassment committee etc, are formed to keep a check on any kind of nefarious activity in the campus and to ensure the safety and security of girl students. Students can approach the committee members without any time constraint. There are different committees to check the cleanliness of the college premises including washrooms, hostels and mess along with cafeteria. There is Grievance Redressal Committee in college, which keep in touch with students to make sure that no incidence of injustice in the campus.

Separate common rooms for boys and girls, Daycare center for kids of female faculty, Medical room with bedding facility is available in the campus.

File Description	Documents
Annual gender sensitization action plan	http://naac.kcet.co.in/AQAR/7.1.1_Annual%20Plan_Complete.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://naac.kcet.co.in/AQAR/7.1.1%20Other%20Facilities%20Complete.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

B. Any 3 of the above

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

7.1.3 - Describe the facilities in the Institution for the management of the following types of

degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The institution makes necessary steps to separate the wastes in a category basis and to dispose off it accordingly. Institution has the facility of Solid Waste Management and a committee is formed to manage waste from its inception to its final disposal. Color coded Dustbins have been provided at various major locations and at each floor to collect the solid wastes like paper waste, wrappers, garbage etc. Also dry garbage and waste papers are not allowed to put on fire for environment safety.

For Solid Waste Management Four pits have been constructed each of size 21ft by 11 ft. The committee formed looks after the proper segregation and disposal of waste.

The e-waste in the institute comprises of batteries, UPS, damaged devices like mouse, key boards, electronic instruments, computers, peripherals, wires and cables. The e-waste is re-used in case of re-parable and brought to make use of them again. We try to minimize the accumulation of e-waste. Also institute has signed and e -waste MoU. All electronic equipment used in the campus are regularly maintained and repaired to ensure Minimum e - waste. UPS Batteries are recharged and repaired by the suppliers.

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

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

C. Any 2 of the above

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

7.1.5 - Green campus initiatives include

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

B. Any 3 of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	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

C. Any 2 of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms.

Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment

5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

C. Any 2 of the above

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

Being a part of Khalsa College Charitable Society, our institute is committed towards the holistic and integrated development of our students and we inculcate the values of peaceful co-existence and universal brotherhood amongst our students. Students from different religious communities and states are a part of our

family. It is always the prime endeavor of the institution to look for an opportunity where the students get a chance to mingle with students from different institutions having different cultural backgrounds. There are several activities and events round the year to instill the various qualities of tolerance and harmony towards culture, region, language, religion and community among the students. The purpose is to make students aware about the issues related to serving the humanity. The members of the college not only help to keep college clean and green, but also offer volunteer services to organize litter-free, Eco-friendly religious processions in the city.

There are different events all-round the year to infuse amongst the students the characteristics of steadiness, contentment and gratification. Students are motivated to participate in various youth festivals and cultural festivals which instill the attribute of harmony with culture, religion and other diversities.

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

So as to inculcate and instill the habit of becoming a more disciplined, responsible and sensible and law abiding citizens of the country various activities, events and programmes viz: seminars, talks, interactive sessions are organized under taken in our institute. These events related to conservation of energy, atamanirbhar bharat, role of youth towards society and voting awareness make help students to understand about their roles and responsibilities an an individual towards their community, society and a democratic country like India.

Various days are observed like Earth Day, World Water Day to make raise the consciousness of students related to these major issues. Students are motivated to keep their environment clean and so students enthusiastically participate in cleanliness drives during processions on Gurpurabs.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://naac.kcet.co.in/AQAR/7.1.9%20Complete.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

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

Our institute every year celebrates and organizes different events to celebrate the national and international commemorative days, events and festivals. Students also participate with full zeal, fondness and enthusiasm in these events. Every year to mark the celebration of Gurburab of every Sikh Guru, all faculty and students of Khalsa College of Engineering and Technology participate in keertan darbar which is held at Gurduwara Sahib, Khalsa College, Amritsar under the aegis of Khalsa College Charitable society. As per the duty assigned by the society,

Faculty and students of Khalsa College of Engineering and Technology also perform keertan. Also, to mark the celebrations of Prakash Purab of 1st Sikh Guru, Guru Nanak Dev Ji, every year whole faculty, staff and students of Khalsa College of Engineering and Technology participate procession which starts from Khalsa College, Amritsar and winds up at Golden Temple, Amritsar. Also different events like World water Day, Earth day, World Health Day, International Women's Day, International Yoga Day (to infuse the habit of being healthy), Rakhi, Azadi ka Amrit Mahotsav to mark the celebrations of Independence Day are also celebrated in campus.

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

7.2 - Best Practices

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

Title: Appreciation for Academic Excellence

Objectives: To improve the academic results of the institute by providing appreciation to students and faculty for their excellence.

Context: Students of each semester/branch are given scholarships/concessions for their academic achievements. Faculty is given capital fund and Best Researcher/Teacher Award.

Practice

Students: Concessions are given as per norms (Khalsa College Charitable Society).

Faculty:

- 10% of total amount is received by the teachers from any state/central institution/agency is awarded.

- Rs.50,000/- getting patent registered.

Evidence of Success: College academic results have improved. More students have been securing merit positions. Faculty is engrossed in research, resulting in more research papers.

Problems Encountered/Resources Required: These benefits are provided by the our governing society rules/norms.

Title: Virtual Parenting

Objectives: To form a firm bond between teacher and student.

Context: A mentor is assigned to every first year student. Teachers as virtual parents create a better environment for students.

Practice: Virtual parent monitor overall performance of students and provide them with good ambience where they can learn and grow. Repeated counseling sessions/meetings are held and students are made to believe that they can achieve anything and a sense of confidence is inculcated in them.

Evidence of Success: Students started tackling their problems themselves. Shy/introvert students turned confident enough to participate in various activities with improved academic results.

Problems Encountered/Resources Required: Students from diverse backgrounds require different approaches need lot of effort being virtual parent.

File Description	Documents
Best practices in the Institutional website	https://kcet.co.in/Best%20Practices%202021.pdf
Any other relevant information	http://naac.kcet.co.in/AQAR/7.2.1%20Supporting%20Documents.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

RAY OF HOPE

Main objective of "RAY OF HOPE" is to help the needy students at the time of financial emergency and breakdowns so that they do not face any kind of stress due to monetary issues during their studies. The financial aid is provided to those students who are not covered under any scholarship scheme run by our charitable society or government.

"Ray of Hope", a kind of charity was started by the faculty of the college in 2016 after seeking the requisite permission from our governing society. A bank account in the name of "Ray of Hope" with Punjab National Bank was opened and faculty started contributing from their own sources, to the account for achieving the aims and objects of the organization. It started slowly but knowing the noble cause, the members contributed generously from their own purses and started helping with the equal generosity.

Some alumni and other donors have also started contributing volunteer donations to this charitable fund. This is in accordance with the vision and mission of the college where we believe in providing the access to education to everybody. Through this graceful gesture of helping the needy students we are trying to empower the aspirants of technical education and there by transforming the society.

We as a family always stand together to create the better future for our students keeping in mind our core values i.e. kindness, compassion and welfare and well-being for all.

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

Khalsa College of Engineering and Technology is affiliated to the IKG-PTU Jalandhar, and follow the syllabus prescribed by it. The Board of studies for various disciplines of IKG-PTU constitutes the curriculum review committees, where the Director of the institute, who is a member of the Board of Studies, the syllabus is revised keeping in mind the need of the industry and other stakeholders from time to time. The academic calendar of the university is followed by the college. Dean Academics in consultation with H.O.Ds of different departments prepare the college calendar for technical events and other co-curriculum activities. Time table, work load and requirement for faculty (if any) are prepared by all H.O.Ds. Coordinators prepare time table of all the departments before the start of the session. Departmental time table is prepared by the work load calculation of assigned theoretical and practical subjects, which are allocated on the bases of expertise and choice of faculty members. Time Table of the College is strictly followed without any lapse. For effective implementation of curriculum, the individual teacher plan, syllabus breakup and course files are prepared by the corresponding faculty according to the university criteria.

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 adheres to a transparent and continuous internal evaluation system. At the institute level, in order to implement the continuous evaluation of students, the periodic internal assessments are prepared on the basis of mid-semester tests (MSTs), intermittent attendance, class tutorials, quiz, worksheets and assignments. The tutorial classes are conducted

every week and predetermined in the timetable for evaluation of class performance. The tutorial classes are also used to identify the slow and fast learners in the class on one to one basis. The date of MSTs along with the marks obtained by each student is recorded in the attendance register.

Under the guidance of the HOD, the internal examination superintendent controls the entire departmental examination process. During MSTs, the attendance records and documentation of answer sheets are prepared appropriately. The results are declared within 48 hrs. The evaluated answer books of MSTs are distributed to the students, feedback is given to them about the evaluation and they can seek clarification regarding the evaluation if required. After giving feedback, the duly signed answer sheets by the students are collected and deposited in the secrecy cell of the college.

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

C. Any 2 of the above

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

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**

15

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)**

7

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

106

File Description	Documents
Any additional information	View File
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 college conducts various courses that integrate cross-cutting issues as part of the curriculum prescribed by the university. The university curriculum has incorporated Human Values and Professional Ethics aspects through courses such as Human Values & Professional Ethics which encourages students to imbibe the human values which are important for their present and future life as a professional.

The university curriculum has also incorporated environmental and sustainability issues through courses such as Environmental Science, which covers the local, regional and global environmental problems related to use and over-exploitation of resources.

For the holistic development of students, the Institute offers the course related to Humanities & Social Sciences i.e. Foundation Course in Humanities (Development of Societies/Philosophy). Mandatory courses that include Constitution of India and Essence of Indian Traditional Knowledge provide the contents associated to constitutional law and constitutionalism under the Scheme of Fundamental Right to Equality (Gender discrimination). The university offers the Mentoring and Professional Development courses for students in various semesters.

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

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

347

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

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

222

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

1.4 - Feedback System

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	http://naac.kcet.co.in/AQAR/1.4.1.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	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
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File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.kcet.co.in/feedbackreport.php

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

187

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

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

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

22

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

2.2 - Catering to Student Diversity

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

Students are examined through counselling while joining the institute, as well as through teacher's personal interaction and class examinations. Students have a faculty mentor. The

mentor takes personal and academic care.

Advanced and Slow learners are identified based on classroom participation, previous university examinations, and MST-1. Students with grades below 40% are categorized as slow learners while above 75% as advanced learners. Departments conduct remedial classes for slow learners beyond the regular class hours to clear concepts and understand tough topics better. Faculty provide class notes, question banks, and discuss how to write exam answers to score better.

Students with a tendency for advanced study are given reference books, research/review articles, etc. They Participate in debates, group discussions, technical exams, presentations, new projects, and seminars to strengthen analytical and problem-solving skills and presentation skills. They are encouraged to learn new technologies, establish projects, conduct research, etc. They're also advised to pursue NPTEL courses, MOOCs, ORACLE Certification, and Microsoft Certification. Students with academic excellence are awarded with cash prizes. The institute hosts Seminars, Guest Lectures, Expert Talks, Industrial Visits, and Webinars for slow and advanced learners.

File Description	Documents
Paste link for additional information	http://naac.kcet.co.in/AQAR/2.2.1%20FINAL%20NEW_compressed.pdf
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
404	90

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The college is committed to use the student-centric methods as regular academic practices that enhance the life long learning skills. The students of this institute are actively engaged in experimental and laboratory work for real implementation of lessons that they learn in the class room.

Students actively participate in technical/cultural events at the college level, state level, and national levels in which they generally get various positions. Through the activities stated above, the students learn the significance of soft skills like effective communication, presentation skills, etiquettes and corporate grooming. The students enhance their problem solving abilities by engaging in project works. Expert lectures & industrial visits assist the students to understand the working culture and current industrial issues. The conversations with experts motivate the students in terms of problem-solving skills. The assignments and tutorials are given to the students regularly to improve their analytical abilities. The college library is well equipped with books & e-books, technical magazines, journals & e-journals to help our students in getting updated information.

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

Our institution promotes the use of ICT tools to make teaching-learning more fruitful and effective and the students get the benefit. The college has various ICT infrastructures to facilitate interactive teaching and learning. There are 12 projectors fitted in classrooms with a bandwidth through two ISP providers providing 110 Mbps speed. Wi-Fi facility is provided throughout the campus. Other ICT tools available are like advanced PCs, Laptops, multimedia systems, projectors, etc. along with soft-wired tools like NPTEL, MIT open course web portals, YouTube, etc. These tools help the faculty to make their teaching more effective. Institute has signed a letter of association with IIT Mumbai to facilitate spoken tutorials of various subjects of Engineering and Applied sciences to enrich students' exposure to the elite faculty of the premier

institution. Institute has registered with AICTE Parakh web portal for learning assessment. Students utilize these to learn beyond the classroom curriculum and enhance their skills. They are encouraged to learn new technologies, develop projects, carry out research activities; National and International paper presentations, etc. They are also guided to take up additional courses viz. Swayam - NPTEL courses, MOOCs, ORACLE Certification, and Microsoft Certification, etc. by using ICT tools.

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

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

2.3.3.1 - Number of mentors

28

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

90

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

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

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

12

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

363

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

2.5 - Evaluation Process and Reforms

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

The institution maintains high transparency in conducting internal assessment exams by adopting several effective mechanisms as given below: - Schedule of the exams, Syllabus, and Question Paper pattern adheres to the academic calendar, and regulations of the institute are displayed well in advance before the commencement of the academic session.

Internal assessment of the student is calculated by taking the average of the two MSTs along with the marks scored in assignments and attendance. The evaluation process is completed within 2-3 days. The evaluated answer scripts are distributed to students within a week to maintain transparency in the evaluation system. Mistakes by the students are being discussed and suggestions are given for the better performance in future. Marks lists are displayed on the notice board after being finalized and submitted to the respective HODs. The answer scripts are being deposited in secrecy cell. Marks and attendance are sent to the student's parents through post. There is a Rationalization committee being constituted by the university to inspect the internal assessment and check out the discrepancies.

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 institution has a mechanism to deal with exam related grievances. In case any student is not satisfied with the evaluation, he can first of all discuss the issue with concerned course coordinator for re-evaluation. Still If the student is not satisfied with the response, he/she can approach the HOD and further approach to Dean Academics. Moreover, they can approach Grievance Redressal Cell. The Cell takes utmost care in resolving exam related issues such as less marks, counting mistakes, poor evaluation, out of syllabus question paper, etc. Issue is usually addressed within a day and the whole process takes maximum seven working days and rectified marks are recorded.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://kcet.co.in/onlineg.php

2.6 - Student Performance and Learning Outcomes

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

The institute ensures that information related to PO, PSO, and COs reach the students so that they may understand everything about the programs and the respective courses being undertaken by them. The PO, PSO, and CO is uploaded on the college website so that the prospective students seeking admission in a particular program may view them and get informed about the program being undertaken. In the same way, the students enrolled in different programs also get benefitted from this information as they come to know about their programs and their respective courses and their outcomes. Apart from being uploaded on the website, POs and PSOs are displayed on the departmental notice boards, provided to students in soft form and also in hard copy form, if they demand so. The COs are conveyed to the students by the teachers in classroom interactions when they start teaching a particular course. Copies of POs, PSOs, and COs are available to the teachers also. The head of the department ensures that teachers get this information in hard or soft form. Teachers are informed on these topics through departmental faculty meetings. COs, POs, PSOs are included in course work files by course coordinator and displayed on departmental notice boards and laboratories.

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

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

The attainment of POs, PSOs, and COs has calculated for subjects. The method of measuring attainment is explained below:

Direct attainment: It has two components internal and external marks. Internal marks have 40% weightage while external marks carry 60% weightage. Internal marks include marks obtained in mid semester tests, assignments/tutorials. External marks include marks that are obtained in end semester university exam (60 marks). The direct attainment is given 80% weightage in overall attainment.

Indirect attainment: Indirect attainment has 20% weightage in overall attainment and it includes feedbacks.

The direct and indirect attainments are being measured in the following steps:

Step 1: Mapping of questions in the MSTs with COs.

Step 2: The MST marks, assignment, and tutorials sheet marks are filled in the respective excel sheets. With the help of the above, the final attainment of MSTs is obtained.

Step 3: The average of the marks is calculated and the university attainment is evaluated.

Step 4: By applying the formula in the excel sheet the final attainment of COs is calculated. The mapping of POs, PSOs with COs is done; the final attainment of Pos and PSOs from COs is calculated and compared with the target value set.

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

49

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

2.7 - Student Satisfaction Survey

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

<http://naac.kcet.co.in/AQAR/2.7.%20final.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

3.1.2.1 - Number of teachers recognized as research guides

3

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

0

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

3.2 - Innovation Ecosystem

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

Khalsa college of Engineering & Technology, Amritsar has established an Institute Innovation Cell (IIC) in 2019 with aim to encourage, inspire and nurture young students by supporting them to work with new ideas while they are in the formative stages of their lives i.e. to consistently foster the culture of Innovation & startup ecosystem. We provide our students and faculty an ample of opportunities to connect & participate in various Innovation initiatives in order to inculcate entrepreneurial capabilities amongst them. This has created a vibrant innovative environment in the Institute. IEDC - Institution Entrepreneurship Development cell organizes various webinars/seminars and workshops for the awareness related to startups, patents and IPR - Intellectual Property Rights.

Various startups were initiated by the faculty, alumni and students under the guidance of this cell. Under the tag line

water conservation a startup called "Aneja Food and Beverages" started by Mr. Sajan Aneja, Alumni. Under this startup, biodegradable water bottles were launched and initiated various products to control plastic waste. On the other hand, to replace the plastic packaging by wooden material a startup called "Woodtreaks" started by Er. Maneet Kaur, Faculty of the Institute.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://kcet.co.in/Kcetiic.php

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

11

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

3.3 - Research Publications and Awards

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

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

0

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

34

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

9

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

3.4 - Extension Activities

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

The institute supports the ongoing contribution of students to the neighborhood community for their holistic growth through a

variety of activities. Various awareness campaigns, seminars, rallies, webinars relating to cleanliness, green environment, gender awareness, traffic control awareness, empowerment of girls and women are organized regularly.

N.C.C (Army Wing) of 24 Punjab Battalion NCC with the strength of 51 Cadets. NCC (Army Wing) has been actively working since 2017. Combined Annual Training camps of 24 Punjab Battalion NCC Amritsar are held every year at college campus. During the camp, training on weapon handling, map reading, and drill along with personality development is given to the cadets. Gun machine simulator lab established in the campus for the practical training of the cadets. They also actively participate in different activities like Swachhta Abhiyan, various Health Awareness Campaigns under State and Central Government schemes, Tree Plantation drives, Anti-Drug Campaign, Water Conservation programs with the motive to inculcate harmony amongst the cadets.

National Service Scheme (NSS) rendered by our college students has covered several aspects like blood donation camps regularly organized, tree plantation camps, sanitation drives, etc. Institute collaborates with the Knowledge Villa Integrated Society and MGNCRE, Govt of India to work for the betterment of the society.

File Description	Documents
Paste link for additional information	https://kcet.co.in/nss.php
Upload any additional information	View File

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

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

4

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

11

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

92

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**

9

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year**3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year**

15

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

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

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

Khalsa College of Engineering & Technology spread over an area of 10 acres with colossal building, hostels, workshops, library, seminar halls, multipurpose hall, spacious classrooms,

and well-equipped laboratories and cafeteria. Surveillance cameras are installed for the security and safety. The College has different branches as per the following details:

Type of Building

Units

Class Rooms

48

Laboratories

53

Faculty Rooms

36

Secrecy Cell

2

Washroom Blocks

15

Seminar Hall

1

Workshop's

5

Boys Hostel

2

Girls Hostel

1

Library

1

Conference Hall

1

Multi-Purpose Hall

1

Administration Block

1

Director's Residence

1

Lift

1

All-Purpose Hall

3

Stationary Shop

1

Cafeteria

1

Generator Room

1

Surveillance Room

1

Security Rooms

2

The College provides furnished hostel for boys and girls. Computers Labs are equipped with the latest hardware and Snetclass software. The college has lift, stationary shop, cafeteria, surveillance room, security rooms, guest room and vehicle parking area. College has multipurpose hall with the capacity of 300, conference hall (60) and a seminar hall (110) and Examination Halls, Drawing hall, Divinity Hall and Consultancy Lab. It has separate common room for boys and girls, a music room. A medical room is available for first aid with transportation facility to hospital. A free 40 seated bus has been provided for transportation. The Administrative Block has Training & Placement Cell, Dean Academics, Registrar, Alumni, Director's Office, Residence and facility of car to the Director. The College has its own 11/400kv indoor substation of 315 KV A. A solar plant of 250kv has been installed.

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

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

The institute has well prepared international standard Lawn Tennis ground with length 78 feet and width 36 feet and net of 3 feet in height, The institute has adequate facilities for sports grounds for football, Cricket, Volleyball, Basketball, Badminton. The grounds are also well groomed for field events such as Long Jump, Shot Put, Javelin Throw, well-marked tracks for Athletics and games, (as per standard norms 6 x 1.25 M) for example 100 Mtr., 200 Mtr., 400 Mtr., 800 Mtr., and Kho-Kho etc. The institute also has a Yoga/Mediation Hall, open gymnasium and a provision for indoor games like chess, carom board etc. in the Common Rooms. The institute also utilizes the sports facilities available in our Main Khalsa College, Amritsar such as ground for Cricket and swimming pool as per the established international standards.

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.

12

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)

17.45

File Description	Documents
Upload any additional information	View File
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)

Library has made consistent progress in terms of the digitization, collection of books, periodicals, databases and E-

resources. It has availability of textual resources consisting of textbooks, Reference books, Project files, Journals, Encyclopaedias, Dictionaries, Magazines, and Newspapers. The library is divided into departmental sections i.e General Reference, Periodical, Magazine, book and Newspaper section, staff reading room, and student Reading Room. The college is using "E-governance" software set up by Hertzest i-Technologies and operates under the "Open Access System". The Web-OPAC provides remote access to its repertoire of textual resources. It contains the previous year's question paper sets, online open-access resources, assignments coverage under AICTE PARAKH, Competitive exam resources, etc. The college has subscribed to services of the DELNET consortium which provides access to more than 3,000 E-journals and more than 10,705 e-books. The library has a physical stock of 12,783 books and physical print journals stock of 11. It has proper internet and Wi-Fi connection to access e-resources and provides services like Computerize issue/return, new arrival display, Subscription of journals - print and Orientation programs for new students. Library cards are issued to all students. The college has appointed Librarian, Assistant-Librarian, and Library-Restorer. Entry register is maintained regularly.

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

B. Any 3 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-

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

2.30

File Description	Documents
Any additional information	View File
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**

80

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

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

The college has an enormous and latest IT infrastructure to support the learning and teaching process. The aim is to provide the facilities for the students to utilize resources to reach greater heights. To enable this, the institution frequently updates its IT facilities. College is facilitated with 270 computers connected through two service providers Netplus with 100 MBPS leased line that are accessible to the students and teachers and BSNL with 10 MBPS line for academic and co-curricular activities. Faculty and non-teaching staff have been allocated individual computers with sufficient data network switches, access points, one high-end server, and 1 SOPHOS firewall for content filtering. The various online examinations of various departments like GATE, PSPCL, Banking, etc. are conducted on weekends. Printers are arranged in the offices, staff rooms, library, examination branch, and

Laboratories. The whole campus including hostels is fully Wi-Fi enabled which encourages students and faculty members to use e-learning resources. Classrooms have been equipped with LCD projectors. The entire campus is monitored with 88 CCTVs including girls hostel, boys hostel, library and examination halls

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

4.3.2 - Number of Computers

270

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)

20.75

File Description	Documents
Upload any additional information	View File
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 Institute has a hostel with all the modern facilities along with full-fledged Works Department headed by qualified engineer for the maintenance with staff of Project manager, Supervisors, Estate Officer, Electricians, Carpenters, Gardeners, Plumbers, House Keeping Staff and Store In-charge. Calibration of Computers, electronics and civil engineering equipment is done twice a year. Maintenance is done in two ways: Major and Minor. Minor repairs done by the lab technicians and major by lab in-charge, Approval of equipments obtained from HOD and Director. If the expenses are higher than 25,000/-, then approved by the Society Office of Governing Body. Maintenance of equipment is done regularly in the labs and overseen by the in-charge teacher. Cleaning of labs/classes is done daily under the supervision of cleanliness-in-charge. The students are given pre instructions, list of experiments before doing the experiments. In charges and HODs periodically supervise the infrastructure. Yearly Audit of each Department is performed by every Department and the report is submitted to the Governing Body through e-governance.

File Description	Documents
Upload any additional information	View File
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

38

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

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

62

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://kcet.co.in/ses.php
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

78

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

78

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

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	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

10

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

2

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

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

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

1

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
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.**

2

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

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

Khalsa College of Engineering & Technology strongly believes that progress is not possible without the involvement of its

stakeholders. Students being the biggest stake holders are given every possible chance to aid, facilitate and organize different events. Khalsa College of Engineering & Technology has established a Student Academic and Administration Council .The student committees are formed for looking after extracurricular activities and academic events throughout the year.

Role of Student Academic Council (SAC)

The various roles of student academic council are as follows:

1. Provide feedback and suggestions regarding the timetable.
2. Provide feedback and suggestions regarding the content of various subjects.
3. Obtain and provide students feedback on each subject delivery, quality of instructions and other related issues.
4. Bring to the notice of the chairperson any immediate problem regarding academics at any time being faced by the student.
5. Provide feedback and suggestions regarding the administrative issues in the academic complex e.g. LHs, Labs, Seminar Halls etc.

Apart from the Student Councils, there are some other professional bodies in which students are playing an active role. These professional bodies are ISTE, IEEE, SCRS etc. A number of professional clubs have also been established to enhance the skills of students like NSS Unit, NCC Unit.

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

4

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

5.4 - Alumni Engagement

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

We have registered alumni association, which was registered on 19th April, 2021. Through this association, we regularly keep in touch with students who are at various higher positions and doing great in different industries across the globe. In this association, we have four posts for the students:

1. President
2. Vice-President
3. General Secretary
4. Finance Secretary

Members of our alumni association work tirelessly for the enhancement of their juniors through various guest lectures, seminars and webinars. Every year alumni meet is conducted to be in touch with alumni association and to know about the well-being of the alumni.

During Alumni Meet the worthy director interact with various students and encourage them to become an integral part of student welfare and to be a mentor of current students. Such mentorship is very crucial for current students who do not have that much industry exposure.

Our Institute has purchased software named Almbayin in order to maintain the smooth communication between the students and the college representatives. Various features of this software has

been shared with students and a live demo was given to all students in order to understand it better during all Alumni meets.

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

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

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision

The vision of Khalsa College of Engineering & Technology is to spread the benefits of quality - oriented technical education to the youth of Punjab, especially from the rural Punjab on the basis of access & equity in consonance with the tenets of Sikh Gurus' welfare and well being of all' and emerge as a Centre of Excellence in technical education and research.

Mission

Our Mission is to produce professionals, who are creative and highly skilled with an international outlook and who are confident to contribute to the welfare of the Nation and humanity at large with an ambience of academic excellence in which research and scholarship flourish to provide innovators and leaders of tomorrow for societal and human good.

Objectives

Established in 2009 by the legendary 128-Year-old Khalsa College Charitable Society, Amritsar, Khalsa College of Engineering & Technology Amritsar is running efficiently with the active participation of The Management, the Director- cum-Principal, Deans, HODs, and whole-hearted cooperation and participation of the faculty and the staff. The Khalsa Governing Council delegates complete authority to the Director of the Institute to administer, manage and implement all the policies of the Institute's Vision and Mission in a democratic and participative way to run the intuition.

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

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

Various Committees have been constituted at the college level for the proper functioning of the institute. Among them Consultancy Cell truly shows a truly decentralized and participative management.

The Case Study ----- How the Consultancy Cell of the college was established and its working

The Department of Civil Engineering mooted the idea of starting 'Consultancy Lab' in its periodic meeting in the year 2013. The proposal was discussed with the worthy Director. The departments setup a team to study its feasibility in the area and visit other consultancy labs in the state. The process took six months time to take a presentable form.

The Director and the HOD met the management with the proposal where it was discussed with the experts. Then the Director setup 'Purchase Committee' for the purchase of the machines as per policy of the management. The College Consultancy Lab came into being in the year 2014, costing Rupees 45 lakhs. Since its establishment, it has been offering consultancy services in

various areas.

The college faculty and support staff gets 40% of the revenue generated while 60% of the share goes to the Consultancy service development fund.

Revenue of Rs/-295460 has been generated by the Consultancy department during the last year.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

College is growing in various domains:

1. Academics: Through (a) Expansion, (b) Standardization and (c) Enhancement.T

The College Director enhances the strength of Institution and makes it a multi domain and multi-disciplinary College. The Outcome based Education system has also been implemented in the institute.

2. Research: Through (a) Reaserach, (b) Consultancy, (c) Industry Engagement and (d) Innovation and Incubation

Director motivates the faculty for enhancement in qualification with Ph.D, to Organize International /National conferences and to publish more research papers in journals like IEEE, Springer, etc. Faculty is motivated to attend FDPS to strive for excellence in teaching & learning process. Various MoUs have been signed and planned further

3. Faculty/ Teaching and Non-Teaching:Recruitment of more experrienced staff.

4. Infrastructure:Through (a) Academic, (b) Supporting and (c) Digital Infrastructure

The labs of the Institute are equipped with latest instruments to facilitate research.

5. Student Welfare: Through skill development/ student support and extracurricular activities

6.Alumni:Alumni Cell; alumni participation in teaching and alumni endowment.

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

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

1. The Khalsa College Managing Committee is the administrative head of the institution.
2. The Director has full authority related to appointments and ensuring the proper conduct of all the academic, research and extension activities.
3. There are different Committees and Cells made by the director focusing on specific tasks and roles in the College. Director has complete purchasing power and the executive leadership which is shared with the Deans, Registrar, HOD's and committees for central facilities, they have purchasing power upto Rs.10, 000/-.
4. Various committees of the college execute the institutional strategic plans for achieving the stated objectives through various tools such as:
 - a. Academic Calendar
 - b. Budget allocation
 - c. Review meetings
 - d. Report on the implementation
 - e. Course plans

5. Service rules and procedures as stipulated by IKG - PTU Jalandhar, along with the Khalsa college managing committee are strictly followed by the institute which is also written in the appointment letter of each and every employee of the college and are taken care of by the HODs and the Office Superintendent who prepare the service books and HODs prepare the confidential annual report.

File Description	Documents
Paste link for additional information	https://kcet.co.in/Code%20of%20Conduct%20for%20Khalsa%20College%20Charitable%20Society.pdf
Link to Organogram of the institution webpage	https://kcet.co.in/Organogram.pdf
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user 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 Managing committee of Khalsa College Charitable Society, Amritsar promote research and development by providing incentives.

- The Director of the college who herself is research oriented, motivates all the teachers to obtain research

degree while in service.

- Those acquiring Ph.D Degree are given three increments after the award of Ph.D Degree.
- The Management provides funding and incentives to the faculty members for participating in international/national conferences/ obtaining books/journals/research material/research projects etc.
- Best Researcher Award (1 Lakh)
- Patent Award (50 thousand)
- Best Teacher Award (50 thousand)
- Sponsored Funding Research Project (10%) by Management
- Share of Consultancy (40%)
- Provident Fund scheme for the employees for a salary upto 15000/- and ESIC schemes for the employees for a salary upto 21000/-
- Earned leave for the employees. In case, any teacher or employee doesn't avail of winter break or summer break due to exigencies, he/she is entitled to have earned leave.
- All employees are entitled for Medical leave (10 per year) after three year completion of service.
- All faculty and other staff members of the college are given 12 casual leaves per year but women employees get 20 casual leaves as per IKGPTU norms.
- All women employees are entitled to Maternity Leave.

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

7

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

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

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

2

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

14

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

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

Khalsa College of Engineering and Technology is following the evaluation procedure recommended by AICTE viz. The teacher's performance and staff performance are evaluated arranged into three significant classifications.

1. Annual Service Book

Every faculty member has individual service book record in our in-house e-governance system. Service book Record is maintained with full information related to each employee. Data updating, extensions in service, achievements, promotions and grant of annual increments etc are entered in the service book record.

2. Annual Confidential Report

Every faculty member has to fill the Self -appraisal Performa every year which forms the basis for filling the Annual Confidential Report (ACR) to evaluate the performance of the teacher for recommendation for granting benefits/ facilities.

3. Student Feedback

Further, towards the end of every semester, feedback forms are given to the students for each of the courses attended by them. A group comprising of the Head of the Department, Dean Academics and a senior faculty in the department analyze the

feedback from forms collected from the students and recommend reasonable measures to improve the teaching learning process.

In addition, for non-teaching staff feedback is gathered from general office and sent to the managing committee with recommendations for increments and incentives.

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Yes, the internal and external audit of institution affairs is conducted regularly. To bring transparency and efficiency in the maintenance of account in the institution, the internal audit is conducted by the staff of Khalsa College Charitable society, Amritsar headed by a Chartered accountant who has been appointed as the internal auditor of the society. He along with his team visits the institution for checking of account records under various Heads such as:

1. Cash Book
2. Bank Accounts
3. Students Fee
4. Salary
5. Purchase
6. Journal
7. PF/ESI
8. Income Tax Deduction

The External audit is conducted by a firm of Chartered Accountants appointed by Khalsa College Charitable Society, Amritsar. The balance sheets of all institutions are duly signed by the team of Chartered accountants and the main office bearers of the society are published in the form of an Information brochure.

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)

55475

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

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

All the resources for the infrastructure augmentation and maintenance are provided by the Khalsa College Charitable Society as per the budget allocation. Main resource of the college is tuition fee charged from the students and i.e. strictly according to the fee approved by IKG PTU, Jalandhar. However, the college at its own level, generates some revenue by charging some amount for the utilization of College Infrastructure when outside agencies apply for conducting their exams (online or offline), as the college has excellent Examination Halls fitted with CCTV cameras and labs have computers with latest configuration. The College Consultancy lab also generates revenue as service charges received from

various agencies and private companies for testing the strength of material.

Amount Received

2021-22

Total

Through Consulta

ncy Lab

295460

295460

Infrastructure

used by outside

agencies

189532

189532

Grand Total

484992

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

The main aim of IQAC is to focus on overall quality of ongoing activities in the institution. IQAC aims at improving the

Quality of Academics as well as quality of life.

1. Quality of Academics:

Improving the quality of Academics is the major concern of IQAC. Since each student as different caliber and different understanding level so slow and advanced learners are identified. The teaching methodology for both of them is different. Students are also provided with ADD-ON courses keeping in view the latest industry demands.

2. Quality of Life:

IQAC takes the responsibility to improve the quality of life and hence focus on holistic development of students. There are various Audits viz: Water Audit, Health Audit, Campus Cleanliness Audit, Food Audit, etc through various reports submitted by the concerned committees. There are various activities/interactive sessions/ seminars/webinars related to ethical values, yoga and meditation.

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

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

The institution formed an IQAC cell to assess the teaching and learning process in the institute and recommend the steps to be taken for improvements.

Example - 1

Teaching and Learning System

The organization supports the teachers and students to attempt

self motivated improvement exercises with the objective to constant improvement in their performance.

Majority of the teachers use multimedia projectors to teach through power-point presentation besides class room lectures, online seminars, class room seminars, workshops and other interactive methodologies to make the learning teaching process effective and interesting.

Example - 2

Feedback System

1. During the academic system, Feedback is taken and MSTs are conducted twice in every semester. After every MST there is a regular practice of sending MST reports to the parents of the students. In addition, MST copies are also shown to students and attendance of each student is compiled and also informed to students and recorded with sign of every student.
2. Remedial classes are organized and scheduled for slow runners after every MST of each semester. The separate time table is prepared after every MST and classes are scheduled from 4:20-5:00pm.
3. It is ensured that every class gets at least one period in a day to visit the library along with the teachers to get familiarized with the books and journals on the subjects. The college facilitates the learning online courses like MOOCs, NPTEL etc. Our college is a nodal center local chapter of NPTEL.

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

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

C. Any 2 of the above

Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	http://naac.kcet.co.in/AOAR/6.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

Institute puts great effort to maintain and provide an inclusive environment where male and female students, faculty members and non-teaching staff can work together in an atmosphere free of gender violence, sexual harassment, and gender discrimination providing a sense of personal security and dignity. The Institute provides CCTV surveillance throughout the campus as well as in boys' and girls' hostel for safety and security purposes. Various Committees viz: Women Cell, Anti-ragging committee as well as anti-sexual harassment committee etc, are formed to keep a check on any kind of nefarious activity in the campus and to ensure the safety and security of girl students. Students can approach the committee members without any time constraint. There are different committees to check the cleanliness of the college premises including washrooms, hostels and mess along with cafeteria. There is Grievance Redressal Committee in college, which keep in touch with students to make sure that no incidence of injustice in the campus.

Separate common rooms for boys and girls, Daycare center for kids of female faculty, Medical room with bedding facility is available in the campus.

File Description	Documents
Annual gender sensitization action plan	http://naac.kcet.co.in/AQAR/7.1.1 Annual%20Plan Complete.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://naac.kcet.co.in/AQAR/7.1.1%20Other%20Facilities%20Complete.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

B. Any 3 of the above

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

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

The institution makes necessary steps to separate the wastes in a category basis and to dispose off it accordingly. Institution has the facility of Solid Waste Management and a committee is formed to manage waste from its inception to its final disposal. Color coded Dustbins have been provided at various major locations and at each floor to collect the solid wastes like paper waste, wrappers, garbage etc. Also dry garbage and waste papers are not allowed to put on fire for environment safety.

For Solid Waste Management Four pits have been constructed each of size 21ft by 11 ft. The committee formed looks after the proper segregation and disposal of waste.

The e-waste in the institute comprises of batteries, UPS, damaged devices like mouse, key boards, electronic instruments, computers, peripherals, wires and cables. The e-waste is re-used in case of re-parable and brought to make use of them again. We try to minimize the accumulation of e-waste. Also institute has signed an e-waste MoU. All electronic equipment used in the campus are regularly maintained and repaired to ensure Minimum e-waste. UPS Batteries are recharged and repaired by the suppliers.

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

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

C. Any 2 of the above

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

7.1.5 - Green campus initiatives include

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

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

B. Any 3 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

C. Any 2 of the above

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

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

C. Any 2 of the above

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

Being a part of Khalsa College Charitable Society, our institute is committed towards the holistic and integrated development of our students and we inculcate the values of peaceful co-existence and universal brotherhood amongst our students. Students from different religious communities and states are a part of our family. It is always the prime endeavor of the institution to look for an opportunity where the students get a chance to mingle with students from different institutions having different cultural backgrounds. There are several activities and events round the year to instill the various qualities of tolerance and harmony towards culture, region, language, religion and community among the students. The purpose is to make students aware about the issues related to serving the humanity. The members of the college not only help to keep college clean and green, but also offer volunteer services to organize litter-free, Eco-friendly religious processions in the city.

There are different events all-round the year to infuse amongst the students the characteristics of steadiness, contentment and gratification. Students are motivated to participate in various youth festivals and cultural festivals which instill the attribute of harmony with culture, religion and other diversities.

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

So as to inculcate and instill the habit of becoming a more disciplined, responsible and sensible and law abiding citizens of the country various activities, events and programmes viz: seminars, talks, interactive sessions are organized under taken in our institute. These events related to conservation of energy, atamanirbhar bharat, role of youth towards society and voting awareness make help students to understand about their roles and responsibilities an an individual towards their community, society and a democratic country like India.

Various days are observed like Earth Day, World Water Day to make raise the consciousness of students related to these major issues. Students are motivated to keep their environment clean and so students enthusiastically participate in cleanliness drives during processions on Gurpurabs.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://naac.kcet.co.in/AQAR/7.1.9%20Compl ete.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,

A. All of the above

teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

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

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

Our institute every year celebrates and organizes different events to celebrate the national and international commemorative days, events and festivals. Students also participate with full zeal, fondness and enthusiasm in these events. Every year to mark the celebration of Gurburab of every Sikh Guru, all faculty and students of Khalsa College of Engineering and Technology participate in keertan darbar which is held at Gurduwara Sahib, Khalsa College, Amritsar under the aegis of Khalsa College Charitable society. As per the duty assigned by the society, Faculty and students of Khalsa College of Engineering and Technology also perform keertan. Also, to mark the celebrations of Prakash Purab of 1st Sikh Guru, Guru Nanak Dev Ji, every year whole faculty, staff and students of Khalsa College of Engineering and Technology participate procession which starts from Khalsa College, Amritsar and winds up at Golden Temple, Amritsar. Also different events like World water Day, Earth day, World Health Day, International Women's Day, International Yoga Day (to infuse the habit of being healthy), Rakhi, Azadi ka Amrit Mahotsav to mark the celebrations of Independence Day are also celebrated in campus.

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

7.2 - Best Practices

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

Title: Appreciation for Academic Excellence

Objectives: To improve the academic results of the institute by providing appreciation to students and faculty for their excellence.

Context: Students of each semester/branch are given scholarships/concessions for their academic achievements. Faculty is given capital fund and Best Researcher/Teacher Award.

Practice

Students: Concessions are given as per norms (Khalsa College Charitable Society).

Faculty:

- 10% of total amount is received by the teachers from any state/central institution/agency is awarded.
- Rs.50,000/- getting patent registered.

Evidence of Success: College academic results have improved. More students have been securing merit positions. Faculty is engrossed in research, resulting in more research papers.

Problems Encountered/Resources Required: These benefits are provided by the our governing society rules/norms.

Title: Virtual Parenting

Objectives: To form a firm bond between teacher and student.

Context: A mentor is assigned to every first year student. Teachers as virtual parents create a better environment for students.

Practice: Virtual parent monitor overall performance of students and provide them with good ambience where they can learn and grow. Repeated counseling sessions/meetings are held and students are made to believe that they can achieve anything and a sense of confidence is inculcated in them.

Evidence of Success: Students started tackling their problems themselves. Shy/introvert students turned confident enough to participate in various activities with improved academic results.

Problems Encountered/Resources Required: Students from diverse backgrounds require different approaches need lot of effort being virtual parent.

File Description	Documents
Best practices in the Institutional website	https://kcet.co.in/Best%20Practices%202021.pdf
Any other relevant information	http://naac.kcet.co.in/AQAR/7.2.1%20Supporting%20Documents.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

RAY OF HOPE

Main objective of "RAY OF HOPE" is to help the needy students at the time of financial emergency and breakdowns so that they do not face any kind of stress due to monetary issues during their studies. The financial aid is provided to those students who are not covered under any scholarship scheme run by our charitable society or government.

"Ray of Hope", a kind of charity was started by the faculty of the college in 2016 after seeking the requisite permission from our governing society. A bank account in the name of "Ray of Hope" with Punjab National Bank was opened and faculty started contributing from their own sources, to the account for achieving the aims and objects of the organization. It started slowly but knowing the noble cause, the members contributed generously from their own purses and started helping with the equal generosity.

Some alumni and other donors have also started contributing volunteer donations to this charitable fund. This is in accordance with the vision and mission of the college where we believe in providing the access to education to everybody. Through this graceful gesture of helping the needy students we are trying to empower the aspirants of technical education and there by transforming the society.

We as a family always stand together to create the better future for our students keeping in mind our core values i.e. kindness, compassion and welfare and well-being for all.

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. To submit AQAR 2021-2022
2. To apply for NIRF
3. To achieve the accreditation of NBA
4. To start diploma in Engineering Courses
5. To move under UGC 2f and 12(B)
6. Introduction of new courses
7. Teaching by Indian perspective including mediation/yoga/spirituality
8. More interactive sessions on Human Values