Guidelines for
Submission of Annual Quality Assurance Report (AQAR) by Accredited Institutions

(For Affiliated/Constituent Colleges)

(Revised as per Revised Accreditation Framework in November, 2017)

राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission
P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, **Bengaluru - 560 072** India

The Annual Quality Assurance Report (AQAR) of the IQAC
(For Affiliated/Constituent Colleges)

Institutions Accredited by NAAC need to submit an Annual self-reviewed progress report i.e. Annual Quality Assurance Report (AQAR) to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the IQAC at the beginning of the Academic year. *The AQAR period would be the Academic Year. (For example, July 1, 2017 to June 30, 2018)*

Part – A

Data of the Institution
(data may be captured from IIQA)
1.   **1. Name of the Institution:** Sri Guru Gobind Singh College of Commerce

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

- **Designation**:   Principal

- **Does the institution function from own campus:** Yes

- **Phone no./Alternate phone no.:** 011-27321109, 011-27321528

- **Mobile no**.: 9873241108

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

- **Alternate e-mail:** sggscc@rediffmail.com

- **Address:** Opposite TV Tower, Pitampura

- **City/Town:**   Delhi

- **State/UT:**   Delhi

- **Pin Code:** 110034

2. Institutional status:
- Affiliated / Constituent: Constituent
- Type of Institution: Co-education/Men/Women : Co-education
- Location : Rural/Semi-urban/Urban: Urban

- Financial Status: Grants-in aid/ UGC 2f and 12 (B)/ Self financing: UGC 12B (please specify) --- UGC 2f and 12 (B)

- Name of the Affiliating University: University of Delhi
- Name of the IQAC Co-ordinator : Dr. Sangeeta Dodrajka
- Phone no. : 011-27321109

  Alternate phone no. : 011-27321528

- Mobile: 9811616232

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

- Alternate Email address: sangeetad@sggscc.ac.in

3. Website address: *http://www.sggscc.ac.in*

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

 4. Whether Academic Calendar prepared during the year?
Yes/No....., if yes, whether it is uploaded in the Institutional website: Yes, Academic Calendar was prepared and uploaded on college website too.
Weblink: https://www.sggscc.ac.in/academics/academiccalendar

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1st	A	3.02	2016	From: March 17, 2016 to: March 16, 2021
2nd				from: to:
3rd				from: to:
4th				from: to:
5th				from: to:

6. Date of Establishment of IQAC: DD/MM/YYYY: 21/09/2016

7**.** Internal Quality Assurance System

7.1 Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & duration	Number of participants/beneficiaries
Workshops for the non-teaching staff	August 30, 2019 and September 6, 2019	15

of the college were organised keeping in mind the growing digitization in every field and the need to stay abreast with the usage of computers.		
A National Symposium on "Accreditation and Ranking: A Pathway to Excellence", in association with the National Assessment and Accreditation Council (NAAC) was organised	September 26, 2019	400
Faculty Development Workshop on "Safety in Cyber Space"	January 3, 2020	60
Parents Feedback Form enables the parents to rate the working of the college against various benchmarks and also provide their constructive suggestions.		
College Infrastructure Feedback forms were floated among students.	May' 2020	153
Session on "Effective Stress Management in Modern Times"	January 13, 2020	
Career counseling session for the students of class 12th of Sarvodaya Vidyalaya , Pitampura	August 30, 2019	150
Meeting with Faculty Staff Council	September 24, 2019	
Meeting with Student Society Convenors	September 20, 2019	
Meeting with the stakeholder – College Faculty members	June 13, 2019	
College Participated in NIRF process	2019	Rank 71
Departmental and Internal Assessment committee meetings are conducted regularly to improve assessment and evaluation system in place	Quarterly	Monthly
Parents are given feedback about attendance and performance of their wards during the semester.	Through smart prof app, SMS	

Workshops were conducted on online teaching methods for faculty, Google class room, meet, etc.	February 16, 2020, August, 2020	65

> *Note: Some Quality Assurance initiatives of the institution are:*
>   *(Indicative list)*
> * *Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback from all stakeholders collected, analysed and used for improvements*
> * *Academic Administrative Audit (AAA) conducted and its follow up action*
> * *Participation in NIRF*
> * *ISO Certification*
> * *NBA etc.*
> * *Any other Quality Audit*

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

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
Seminar Committee	Seminar Grant	UGC	2018	1,50,000
IQAC	Seminar on Quality in Higher Education	NAAC	2019	75,000
Economics Department: Dr. Nirmal Singh	Research project	ICSSR	2019-20	1,50, 000
Economics: Dr. D.D. Chaturvedi	Travel Grant	UGC	2019-20	1,66,098

9. Whether composition of IQAC as per latest NAAC guidelines: Yes/No: Yes

> *upload latest notification of formation of IQAC: July 2019

10. No. of IQAC meetings held during the year : 13
The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website……. Yes
   (Please upload, minutes of meetings and action taken report)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?   Yes

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If yes, mention the amount: 75,000   Year:2019

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

- The new college website was launched in association with the website committee.
- An information centre has been created for collection and dissemination of the information.
- The internal assessment and issue of clearance and admit cards have all been made online through development of a mobile application- *smartprof*.
- A Symposium was held on Sep, 26, 2019 to deliberate upon the issues related to new framework of NAAC and quality in higher education.
- Faculty Development workshops were held to hone their skills in online teaching and research methodology, through seminars and workshops, such as, "Intellectual Property Rights", "How to Write a research paper with a Literature Review Perspective".

13. 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
Establishing Industry partnerships especially to start add-on courses.	The College has collaborated with various reputed institutions like • BRICS Chamber of Commerce and Industry, • Bombay Stock Exchange Institute Ltd., Weekendr, • Delhi Legal Services Authority, North West District and • Tally Education Pvt. Ltd., and has offered various add-on courses to students to prepare them for job market.
Alliance with International institutions like Universities and Colleges.	• College has hosted a ten week professional development programme: The Afghan Faculty Forum For Enrichment Program, (AFFECT) in collaboration with the Ball State University, Indiana, USA. • Over the academic session the college also entered into various fruitful collaborations by signing MOU(s) with University of Melbourne and Ball State University.

Creation of research corpus/fund for promoting and incentivizing research by faculty members	• The College initiated funding scheme to encourage research by faculty. Faculty getting their research published in Scopus or Web of Science listed journals would get a monetary incentive of INR 10,000 subject to a maximum amount of INR 20,000 per academic year. Three faculty members received the incentive. As a result of the research incentive scheme, more faculty members are doing credible research. • In pursuit of facilitating research and faculty-student collaboration, a research grant of ₹ One Lakh each is given to four innovation projects on September 16, 2019.
Student Exchange Program for enabling student and exposure to new developments in the academic field.	Due to pandemic, this objective was delayed.
Improve class participation and reduce absenteeism.	• Societies were also requested to organize only two events – one major and one minor during one academic year keeping in mind the number of working days available. And if possible, these two events must be in different semesters. Also, it was suggested that events must be spread in a way so that almost equal number of events are organized in odd and even semester. • Parents are informed in case attendance is too short for a student. • Text messages are sent to students if the absenteeism is more.
Technological and infrastructural improvements for improving efficiency and speedy delivery of tasks.	Creation of the Information Centre to collect details of all college events/societies was further improved. Domain-based Email IDs were created for each Society/Club/Department.

	• An information centre has been created for collection and dissemination of the information. The internal assessment and issue of clearance and admit cards have all been made online through development of a mobile application- *smartprof*. • Solar Panels are being installed on the roof tops of the college. • The speed of Internet on campus has been improved by installing new routers on the campus.
Developing ERP for student and teacher details encapsulating institute related processes.	• creation of Information Center • online Faculty profile module on College website. • Creation of student progression tab on student profile on website through smart prof app • ALUMNI registration link form available through Almashine. • College purchased a new software to create larger data base of ALUMNI for more engagement in college by ex-students. • Subscription to Zoom Premium was purchased to organize webinars for student engagement during the pandemic
Renovation of Staff Room, Seminar Hall, Conference Hall, Faculty Rooms etc.	• Conference room and Seminar room are renovated with state of art facilities. • Staffroom is being renovated and teachers reading room is being constructed in the basement
Air conditioning of the college.	• New Air conditioning plant of Auditorium has been installed. • Planning for making all class rooms air conditioned is under way.
Start three Foreign Language Courses including Chinese, Japanese and Korean	• Certificate courses in foreign languages (German, French and Japanese) are

	provided by the Foreign Language Course Committee of the College.

14. Whether the AQAR was placed before statutory body?   Yes /No:
Name of the Statutory body: Date of meeting(s):

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?
Yes/No: NO   Date:

16. Whether institutional data submitted to AISHE: Yes/No: Yes
Year: 2020   Date of Submission: March 2020

17. Does the Institution have Management Information System?
Yes

If yes, give a brief description and a list of modules currently operational.
(Maximum 500 words)

- Various softwares have been put into use to ease the admission and the administration process. The entire admission process is done on online mode now, starting from filing up of admission forms to allocation of a valid roll number to the student after admission.
- Furthermore, the college has launched SmartProf mobile app for managing attendance and internal assessment. Its notice board is also used to communicate important notices to students and teachers.
- The college also provides an official e-mail ID to all the students with the domain "sggscc.ac.in", which is used to login into Smartprof and get various updates from college.
- Salary slips and PF details for all employees are available as an additional module of the SmartProf mobile app.
- Additionally, the college has provided digital I-cards to all its students, faculty as well as other staff. College recently purchased the "COMPUTAX" software for tax calculation. Accounts section uses Tally Software for managing financial transactions.
- College Library has taken the initiative of giving an online platform for searching and recommending books to all the faculty. Library has "NETLIB" software for OPAC facility. The College maintains its own website giving a lot of necessary information required by students and staff. The website is regularly updated to inform the students and staff about the necessary information. It includes time tables, attendance, notices, information regarding various college events, internal assessment and placement updates.
- The College uses EIMS software developed by Redox Technologies for admission, internal assessment, fees and payroll. As a routine, the College periodically takes feedback from the students using google forms. Also, College has various licensed softwares like, MATLAB, STATA, Tally ERP9, SPSS, Borland C++, etc. for easy understanding of students. The College library has books in braille and 'Jaws' software for visually impaired students.

CRITERION I – CURRICULAR ASPECTS
1.1 Curriculum Planning and Implementation
1.1.1 Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The curriculum delivery is an ongoing complex process, its success depends not only on identifying resources, developing plans and processes but also on creating a wholesome experience for the students. Keeping this in mind, the College has designed the following thought through steps which involve strategic decision making by the IQAC of the College:

The Forethought Phase

This phase necessitates upgrading the College infrastructure and facilities to suit the dynamic needs of curriculum and pedagogy. With this purpose, the College has renovated the existing conference and seminar room into a world class amphitheatre and spacious seminar room with state-of-the-art infrastructure for both faculty and students. Fully digitised College library provides various web-based facilities and access to national and international online databases and other teaching-learning resources. All classrooms now are Wi-Fi enabled and ICT equipped.

The Execution Phase

During this phase smooth delivery of the teaching-learning process is ensured by following the planning done beforehand and eventually reaping the benefits of the efforts put in during the earlier phase. Utmost care is taken in delivering the content with focus on making it relevant and interesting for the students. Live projects, group discussions, quizzes, debates, class discussions and field trips are some of the ways that we adopt to make the curriculum enriching for our students. It is this zeal and dedication of our teachers that a transition to complete online mode of lesson delivery was whole-heartedly embraced and successfully carried out on account of the pandemic induced nationwide lockdown. The College and its faculty invigorate the research skills by facilitating student participation in diverse themes cutting across various disciplines and encourage presentation of research papers and business plans at prestigious institutions like RBI etc.; with special emphasis on their suggestions to combat a challenging issue. Research methodology workshops have also been organised to help and train students to write research projects, short dissertations, and project reports. Hands on Skill and training sessions on data analytics are also imparted to hone their employability skills. To supplement the university prescribed curriculum and bridge the gap between industry and academia, an industry interface to the students is provided by organising special lectures on contemporary themes by industry experts and arranging value added courses for the students.

Regarding internal assessment, students are familiarised with the pattern and flow of assessments in the beginning itself and updated throughout the semester as well. A uniform internal assessment calendar is followed by all the departments and subsequently the evaluated answer scripts are shared with the students along with requisite feedback. Even during lockdown period

due to covid-19 pandemic, assessment was undertaken virtually, and the evaluation work was done efficiently. The feedback was also shared with the students as a corrective measure.

The Reflection Phase

Another critical input for IQAC is to review and evaluate the issues related to curriculum delivery and subsequently identify areas that require improvement. For this purpose, the feedback mechanism is put in place for all the stakeholders. The resultant takeaways for the forthcoming semester are then discussed with the Principal and teachers in charge so that the College is well-prepared to make any adaptations or changes. To improve upon the documentation policies, most of the communication is now channelized digitally.

1.1.2 Certificate/ Diploma Courses introduced during the Academic year

Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development
Data Science using R		2 June-7 July, 2019	Yes	Yes
Data Science using R		18 Jan-22 Mar, 2020	Yes	Yes
Digital Marketing Course		15 Oct- 24 Nov 2019	Yes	Yes
Python and Machine Learning		15 Oct- 24 Nov 2019	Yes	Yes

1.2 Academic Flexibility			
1.2.1 New programmes/courses introduced during the Academic year			
Programme with Code	**Date of Introduction**	**Course with Code**	**Date of Introduction**

1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the Academic year.

Name of Programmes adopting CBCS	**UG**	**PG**	Date of implementation of CBCS / Elective Course System	**UG**	**PG**
B.Com. Honours	**UG**		2016 -17		
B.Com.	**UG**		2016-17		
B.Sc. Computer Science	**UG**		2016-17		
B.B.E.	**UG**		2016-17		
B.M.S.	**UG**		2016-17		

B.A. (Punjabi) Hons.	**UG**		2016-17		
B.A. (Economics) Honours	**UG**		2016-17		
Already adopted (mention the year) 2016-17					

1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Courses
No of Students		
45		PGDIM
45		DBJCC

1.3 Curriculum Enrichment

1.3.1 Value-added courses imparting transferable and life skills offered during the year

Value added courses	Date of introduction	Number of students enrolled
Tally Ace Certification	29-Jan-20	18
Legal Awareness	19-Aug	41

1.3.2 Field Projects / Internships under taken during the year

Project/Programme Title	No. of students enrolled for Field Projects / Internships
Total Projects/ Internships (Details in Annexure1)	221

1.4 Feedback System

1.4.1 Whether structured feedback received from all the stakeholders.

1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents
Yes	Yes	Yes	Yes	Yes

1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

The institution collects feedback from different stakeholders such as students, alumni, faculty, employers on regular basis during the academic year. The feedback of all stakeholders is analysed at different levels and appropriate measures are employed.

The Students' Satisfaction Survey is a holistic tool designed to obtain formative feedback from students on curriculum and teaching learning process that is used for making the improvements in course delivery, as well as student learning experiences. Majority of the students appreciated the approachability of teachers, the efforts put in to ensure understanding of the text amongst students and timely delivery of lectures. From the previous year, a 7% rise was seen in number of students satisfied with the measures adopted by the college for enhancement of cognitive skills, social interactions opportunities and stimulation of emotional growth of the students. A similar rise was noticed in regard to opportunities provided by the college to meet the challenges of the real world. Most of the suggestions, as received indicate a few functional improvements at the administrative level, organisation of workshops for mental well-being, add on learning opportunities for employability skills and organisation of field-trips and industrial visits.

SGGSCC Centre for Professional Development offered various short-term add-on courses during the academic year and especially during lockdown which enabled the students to use their time in constructive way. These courses gave students an experiential opportunity to learn in real world context and also a platform to widen their knowledge horizon beyond the academic course. Mentoring and counselling by professionals are the need of the hour and the demand of the students as well. Understanding this important need of students, The Centre for Professional Development in collaboration with Art of Living organised an Online Mentoring Session on Coping up with Competition - Secrets of Success. This exclusive session helped the students in a tremendous way.

The strength of an educational institution is highly dependent on the community and parents who have faith, confidence and trust on the institution. A substantive proportion of parents see the growth opportunities provided by the institute to be more than 'good'. The industry academia exposure, from the point of view of 20% the parents, is outstanding. A significant proportion of parents suggested the formation of Parent- Teacher Association to stay connected with the progress of their ward.

The Training & Placement cell networks with various industry sectors to organize campus placements and internship fairs to facilitate fresh graduates with employment. Feedback collected from the employers is a crucial step in understanding the industry demands and improvising employability skills of students. Employers expressed that the students possessed requisite skill set and high level of confidence. A majority of the employers intended to visit the campus again for future recruitment.

Alumni feedback provides valuable inputs regarding improvement in facilities and employability of our students. Creating an engaged, supportive alumni network is crucial to an institution's success.

Teachers' Feedback Form is designed in which staff rates their satisfaction levels for different aspects i.e. Curriculum Aspect, Infrastructural Facilities, Professional Development, Campus/Support Services & Institutional Ideology. The survey seeks progressive suggestions from the faculty to ensure they feel empowered and valuable improvements are welcomed with open arms. Majority of the staff have responded being extremely satisfied with different aspects. 23% of the faculty members expressed their dissatisfaction level due to the non-availability of workstation/cubicle facility. Based on the suggestions , the college had undertaken this work on priority basis. During the year 2019-20, feedback form included questions relating to digital initiatives undertaken by the institution in response to Covid-19. 70% of faculty members were extremely satisfied opportunities provided to learn and use ICT tools for smooth conduct of online classes and assessment. In addition, around 65% were very pleased with the provision of assistive tools for virtual teaching-learning. Overall, the faculty seem to be satisfied with administration support provided to them during the lockdown.

The recommendations received through the feedback system are integrated for maintaining and upgrading the physical, academic and support facilities of the college.

CRITERION II -TEACHING-LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

2.1. 1 Demand Ratio during the year

Name of the Programme	Number of seats available	Number of applications received	Students Enrolled
B.COM(HONS.)	200	40008	281
B.COM(P)	120	40008	153
B.A.(HONS.)ECO	80	30605	93
B.SC.(HONS.) COMP.SC.	40	15020	55
B.B.E.	40	ADMISSION THROUGH ENTRANCE EXAM	40
BMS	46	ADMISSION THROUGH ENTRANCE EXAM	51
B.A.(HONS.)PUNJABI	46	5029	55
DBJCC	40	ADMISSION THROUGH ENTRANCE EXAM 3678	35
PGDIM	40	ADMISSION THROUGH ENTRANCE EXAM 3678	41
M.COM	10	CENTRALISED ADMISSION	6

2.2 Catering to Student Diversity

2.2.1. Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019-20	2192	88	75	-	3

2.3 Teaching - Learning Process

2.3.1 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of teachers on roll	Number of teachers using ICT	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used

		(LMS, e-Resources)			
75	55	Projector, laptops, ipads, SmartProf	45	1	Google classroom, infilibnet

2.3.2 Students mentoring system available in the institution? Give details. (maximum 500 words)
The College has developed a comprehensive mentoring system. Mentors have been allocated class wise with each class having two mentors. Further, every class has been allocated two mentoring sessions in a week. This information is communicated to the students at the beginning of the Semester along with their timetable. The structured sessions are group congregations providing primarily academic supervision and guidance. The mentors are also approachable in normal college working hours and the mentees are encouraged to discuss issues faced by them individually as well. The mentors hence are available for discussing and resolving concerns outside the realm of academics- including preparing and guiding students for corporate life, managing time, career guidance, peer grievances etc. The mentors are encouraged to have strong and sensitive bonds with the mentees at individual levels however not intruding in their personal spheres at the same time. the norms. All issues are handled sensitively. The unconditional support provided by the mentors helps compensate for the unfavourable mentee-mentor- ratio at about 30 (2280 against 75 teachers). A councillor has also been appointed by the College with a fixed time slot to provide guidance to students as well as staff. The role of the councillor is to support the work undertaken by mentors.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
2280	75	1:30

2.4 Teacher Profile and Quality				
2.4.1 Number of full time teachers appointed during the year				
No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
76	41	35		29

2.4.2 Honours and recognitions received by teachers *(received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)*			
Year of award	Name of full time teachers receiving awards from state	Designation	Name of the award, fellowship, received from

	level, national level, international level		Government or recognized bodies
2020	Dr. Kawal Gill	Associate Professor	Distinguished Women Award in Commerce by Venus International Women Awards (VIWA)
2020	Riyanka Jain	Assistant professor	Best paper award recieved in international conference on achieving excellence in higher education at Deen Dayal Upadhyaya College, Dwarka, New Delhi under joint auspices of Delhi School of Professional Studies and Research.
2020	Dr. Megha Ummat	Assistant professor	Commendable Research Award by Delhi Technological University, for a publication in Web of Science Journal. Also receieved a cash prize for the same.
2020	Dr. Tarvinder Kaur	Assistant professor	Writer Award 2019-20 by Sachche Paatshah Patrika Award 2020. Also received the cash prize for the same
2020	Dr. Satvinder Kaur	Assistant professor	Best paper award recieved in international conference on achieving excellence in higher education at Deen Dayal Upadhyaya College, Dwarka, New Delhi under joint auspices of Delhi School of Professional Studies and Research.
2020	Dr. Kajleen Kaur	Assistant Professor	Best Paper with students team in Delhi-NCR region for the "RBI Policy Challenge: 2020" conducted by RBI.

			2nd position in the Zonal round (NorthZone) of the same.
2019-20	Commerce : Mrs. Jasvinder Kaur Dr. Sangeeta Dodrajka Dr. Naveen Dua Dr. Renu Gupta Mrs. Asha Wadhwa Dr. Surjit Kaur Dr. Harpreet Singh Mrs. Navdeep Kaur Mrs. Ravneet Duggal Mr. Balkishan Ms. Saakshi Bhandari Ms. Gurveen Kaur Mrs. Harpreet Kaur Chawla	Associate Professor Associate Professor Associate Professor Assistant Professor Associate Professor Associate Professor Associate Professor Assistant Professor Assistant Professor Assistant Professor Assistant Professor Assistant Professor Assistant Professor	Life membership of Indian Accounting Association
2019-20	Economics: Dr. J.B.Singh Dr. Paramjeet Kaur Ms. Harpreet Kaur Mrs. Deepa Verma Dr. Rekha Sharma Dr. Nirmal Singh Dr. Aradhna Nanda Dr. Harpreet Kaur Dr. Kajleen Kaur Mrs. Shelly Verma Dr. Gurleen Kaur Mr. Vaibhav Puri	Principal Associate Professor Associate Professor Associate Professor Assistant Professor Assistant Professor Assistant Professor Assistant Professor Assistant Professor Assistant Professor Assistant Professor Assistant Professor	Life membership of Indian Economic Association
2019-20	Ms. Divya Sethi	Assistant Professor	Annual Membership, Indian Economic Association

2.5 Evaluation Process and Reforms
2.5.1 Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester-end/ year- end examination
B.Com (Hons)	504	I, II, III Yr		
B.Com	503	I, II, III Yr		
B.Sc (Hons.) CompSc.	570	I, II, III Yr		
B.A (Hons.) Economics			As per University of Delhi Academic Calendar	As per University of Delhi Rules and Regulations
B.A (Hons.) Business Economics				
BMS	508	I, II, III Yr		
B.A (Hons.) Punjabi				
DBJ CC	DPBC	I,II Semester		
PGDIM	PDIM	I,II Semester		
MCOM		I, II Yr		

2.5.2 Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)
Examination and evaluation are strictly conducted as per the framework of the University of Delhi. The faculty can conduct internal assessment through presentations, open book tests, case studies, practical examinations or written tests as per the demand of the curriculum. The institution also conducts one set of internal assessment examinations in a streamlined manner. The two consecutive working days after the mid semester break are reserved for common written internal tests which are conducted for all the courses simultaneously. The examination committee and the internal assessment committee ensure the smooth conduct of all the examinations.
2.5.3 Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)
Orientation Programme for First Year students - 19 July 2019 Classes begin – 20 July 2019 IQAC combined society orientation – 23, 26 July 2019 Orientation day BBE/ BMS – August 2019 Orientation Day PGDIM/DBJCC – August 2019 Events of Academic/Cultural Societies & Clubs – September/ October 2019 Non teaching workshop 1 - August 2019 IQAC National Symposium - 26 Sep 2019 Non teaching workshop 2 - September 2019 Mid Sem Break – 7 October 2019 -13 October 2019 Mid Sem. Exams- 14 October, 2019 – 16 October, 2019 Dispersal of classes -16 November 2019

Semester Exams – November/ December 2019
Classes begin – January 1, 2020
Cultural Festival- February, 2020
National Conference- February, 2020
Internal Exams- March, 2020
Dispersal of Classes- April /May 2020

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes
for all programs offered by the institution are stated and displayed in website of the institution
(to provide the weblink)

2.6.2 Pass percentage of students

Programme Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percent age
504	B.Com (Hons)			
503	B.Com			
570	B.Sc (Hons.) CompSc.			
	B.A (Hons.) Economics		Final Year Examinations were conducted by the University of Delhi in August, 2020 and results are awaited.	
	B.A (Hons.) Business Economics			
508	BMS			
	B.A (Hons.) Punjabi			
DPBC	DBJ CC	35		
PDIM	PGDIM	41		
	MCOM	6		

2.7 Student Satisfaction Survey

2.7.1 Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

Every academic year SGGSCC conducts the Students Satisfaction Survey to provide students with a platform for their valuable feedback and measure their levels of satisfaction with regard to the institution. The survey proves to be a helpful tool for the college to understand the

perspective of the students. The students get an opportunity to whole heartedly appreciate the progressive working of the

college and mention suggestive measures as well. The survey for the current academic year witnessed an overwhelming response and the analysis is as follows.

The survey was actively taken up by students from all courses and all semesters. More than 35% of students were from B.Com (Hons), 19% from B.Com, about 14% each from B.A. (Hons.) Economics and B.Sc. (Hons.) Computer Science, 7% each from BMS, 6.5% from B.A. (Hons.) Punjabi and remaining from rest of the courses. Off the respondents, a major potion (more than 58%) were from the senior most batch of Semester VI, followed by Semester IV (about 21%) and Semester II.

On the teaching and learning front:

- All but 11% of the respondents were content with the quality of the education being imparted.

- Within the same category, more than 80% agreed that faculty outlined the course curriculum relevantly and provided sufficient reading and reference material as well.

- More than three-fourth of the respondents affirmed that teachers came well prepared for the classes.

- More than two-third of the respondents felt that teachers shared appropriate examples wherever applicable, were effective in communicating the subject especially difficult topics and used technology aided tools in class like presentations, online material or videos to enhance the learning experience.

- The approachability of teachers, the efforts put in to ensure understanding of the text amongst students, timely delivery of lectures was well appreciated by majority of the students. About 70% of the respondents felt that teachers take lecture classes and tutorials regularly. Nearly 60% of the responded that a large proportion of teachers take extra pains to address student doubts, devote extra time to explain difficult topics and were willing and accommodating for solving individual problems beyond normal classes.

- Except for 11%, the student respondents found the teaching and learning sessions to be more or less participative and interactive.

Regarding assessment and evaluation, the following observations were noted from the student satisfaction survey:

- 80% of the student respondents felt that the process of assessment and its components is adequately explained by the college.

- Less than one-third of the respondents felt that the method of assessment of assignments and class examinations is inadequate and that the assignments are not rated fairly.

- Further, only about 10% of the students felt that teachers did not discuss individual performances and did not give opportunities for improvement.

The college also aims to ensure overall development of the students and in the wake of same, the improved efforts to increase interactivity amongst students and teachers saw a positive increase in the approval rate from students. From the previous year, a 7% rise was seen in number of students satisfied with the measures adopted by the college for enhancement of cognitive

skills, social interactions opportunities and stimulation of emotional growth of the students. A similar rise was noticed in regard to opportunities provided by the college to meet the challenges of the real world.

The college serves as a means for students to become capable enough to achieve their professional aims in the future. The majority of students are content with the internship and placement opportunities though the suggestions indicate there is always a room for improvement. Organisation of frequent field trips and industrial visits was one of the most received suggestions.

Most of the suggestions, as received indicate a few functional improvements at the administrative level, organisation of workshops for mental well-being and add on learning opportunities for employability skills.

The SSS is a very holistic tool that on one hand lets students speak up their mind and on the other furnishes the college with relevant information for its overall development. The SSS 2020 did see improvements on a lot of scales in comparison with the SSS 2019.Thus, proving the utility of the survey and implying the seriousness of the institution in conducting it every academic year.

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 Resource Mobilization for Research

3.1.1 Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount received during the Academic year
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored Projects		ICSSR	INR 5,00,000	INR 3,50,000
Projects sponsored by the University/ College		Sri Guru Gobind Singh College of Commerce	INR 4,00,000 (4 Innovation Projects for INR 1,00,000 each)	
Students Research Projects *(other than compulsory by the College)*				
International Projects				
Any other(Specify) (Project initiated by BSE-SGGSCC Centre of Excellence)		Sri Guru Gobind Singh College of Commerce		INR 1,00,000
Total				INR 4,50,000

3.2 Innovation Ecosystem

3.2.1 Workshops/Seminars Conducted on Intellectual Property Rights **(IPR)** and Industry-Academia Innovative practices during the year

Title of Workshop/Seminar	Name of the Dept.	Date(s)
Plagiarism Concept, Law and Anti-Plagiarism Software	ASBEMS in association with IQAC	31 July 2020
Achiever's Talk	Commerce Department	13 March 2020
Lecture Series	Commerce Department	17 January 2020, 8 November 2019
5th Biennial International Conference titled Ensuring Sustainable Future: Role of Entrepreneurship, Innovation, Management Practices and Circular Economy	Seminar Committee	6 March 2020- 7 March 2020
Cyber Security Webinar	Computer Science	10 April 2020- 11 April 2020

Internship Fair	Training & Placement Cell	17 February 2020-18 February 2020
Webinar on "Future Prospects of Foreign Education amid Covid-19"	International Centre	18 April 2020

3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category
Paper Presentation	Nupur Goel (Student)	Sri Guru Gobind Singh College of Commerce	2020	**Won First Prize in Paper Presentation in International Conference**

3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Centre	Name	Sponsored by
2	Namami Gange (Government Organisation) and Safe (NGO)	KPMG, Max India Foundation, Kangaroo Foundation

Name of the Start-up	Nature of Start-up	Date of commencement
Project Dariya	Project Dariya is an endeavor by our team which aims at halting the plastic menance prevalent in the oceans. This project being the right solution is a relatively economical response to huge problem of piling up of plastic in ocean. The project conceives the idea of a circular economy model by adopting a dual segmented approach. The first segment basically deals with a device created by our team and the second segment consists of a mechanism which prevents people from throwing plastics in the rivers.	20/1/2020

3.3 Research Publications and Awards

3.3.1 Incentive to the teachers who receive recognition/awards

State	National	International
	In pursuant with our objective to encourage good quality research work research in different areas, **SGGSCC Centre of Excellence initiated to** award faculty members whose manuscripts are published in any Scopus or web of science listed journal, with Rs. 10,000 per article. In the current academic session the recipients of research incentive award are: Ms. Ushveen Kaur, Department of Computer Science, (Rs 10,000) Dr. Neha Goyal, Department of Environmental Studies (Rs 10,000) Dr.Megha Ummat, Department of Computer Science (Rs 20,000)	

3.3.2 Ph. Ds awarded during the year *(applicable for PG College, Research Center)*

Name of the Department	No. of Ph. Ds Awarded

3.3.3 Research Publications in the Journals notified on UGC website during the year

	Department	No. of Publication	Average Impact Factor, if any
National			
International	Computer Science & Punjabi	4	2.818

3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	No. of publication
Commerce	11
Economics	2
Business Economics	1
Computer Science	5
Political Science	3
Punjabi	4
Library Science	1
Environmental Studies	1

3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index

Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations
Dynamic Selection of Fitness Function for Software Change Prediction using Particle Swarm Optimization	Dr. Megha Ummat	Information and Software Technology	2019	Scopus (4)	Sri Guru Gobind College of Commerce, University of Delhi, New Delhi, India & Delhi Technological University	3
Software Change Prediction: A Systematic Review and Future Guidelines	Dr. Megha Ummat	e-Informatica-Software Engineering Journal	2019	Scopus (0)	Sri Guru Gobind College of Commerce, University of Delhi, New Delhi, India	0
Digi Locker – Indian Digital Locker, How much the	Ms. Ushveen Kaur	International Journal of Recent	2019	Scopus (0)	Sri Guru Gobind College of Commerce,	0

youth is actually using it?		Technology and Engineering			University of Delhi, New Delhi, India	
Ki Mein Yug Nu Jandi Si'	Dr. Tarvinder Kaur	Aabru	2020	Scopus (0)	Sri Guru Gobind College of Commerce, University of Delhi, New Delhi, India	0

3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication
Dynamic Selection of Fitness Function for Software Change Prediction using Particle Swarm Optimization	Dr. Megha Ummat	Information and Software Technology	2019	95	3	Sri Guru Gobind College of Commerce, University of Delhi, New Delhi, India & Delhi Technological University
Software Change Prediction: A Systematic Review and Future Guidelines	Dr. Megha Ummat	e-Informatica-Software Engineering Journal	2019	6	0	Sri Guru Gobind College of Commerce, University of Delhi, New Delhi, India
Digi Locker – Indian Digital Locker, How much the youth is actually using it?	Ms. Ushveen Kaur	International Journal of Recent Technology and Engineering	2019	17	0	Sri Guru Gobind College of Commerce, University of Delhi, New Delhi, India

Ki Mein Yug Nu Jandi Si'	Dr. Tarvinder Kaur	Aabru	2020	-	0	Sri Guru Gobind College of Commerce, University of Delhi, New Delhi, India

3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :

No. of Faculty	International level	National level	State level	Local level
Attended Seminars/ Workshops	70	40	50	
Presented papers	10			
Resource Persons	1		1	3

3.4 Extension Activities

3.4.1 Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the Activities	Organising unit/ agency/ collaborating agency	Number of teachers **co-ordinated** such activities	Number of students participated in such activities
Empathisers- The Environment Crusaders	ASBEMS	5	300
Workshop	Virtuoso (The Fine Arts Society) in collaboration with Rohini NGO	1	30
Seminar titled, "Ensuring Inclusion of the disabled in the mainstream, Issues and Challenges"	Jagriti- The Enabling Unit in collaboration with United Nations Volunteers and Nipam Foundation	3	30
Organ For Life	Rotaract in collaboration with Organ for Life Foundation	2	40
Sankalp 2.0 - Digital Literacy Centre	Rotaract in collaboration with Navjyoti India Foundation	2	45
Soch 2.0	Soch (The Entreprenurial Cell) in collaboration with MSME	2	100

Swachchta Pakhwada	NSS	2	200

3.4.2 Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the Activity	Award/recognition	Awarding bodies	No. of Students benefited

3.4.3 Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of teachers **coordinated** such activities	Number of students participated in such activities
Voter ID Campaign	Republic- The Political Science, Women's Development Cell and Foreign Students Society	Aided the students in registration for voter ID	2	100
Self Defence Workshop	Republic- The Political Science, Women's Development Cell and Foreign Students Society	Self Defence Workshop for girls in collaboration with Special Police Unit for Women and Children (SPUWAC)	2	60
Paraspar	Ecosperity-The Environment Club	Planation of 550 saplings on the occasion of 550th Birth Anniversary of Guru Nanak Dev Ji	1	400

Blood Donation Camp	Rotaract	Blood Donation Camp	2	144
International Yoga Day	NSS in collaboration with ICAI		2	100

3.5 Collaborations-

3.5.1 Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of Activity	Participant	Source of financial support	Duration

3.5.2 Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration (From-To)	participant
Internship	1. Digital Marketing 2. Web Development 3. Marketing 4. HR 5. Sales 6. Operation 7. Finance 8. Tie-up coordination 9. Business Development	VQMS		6
Internship	Sales and Marketing	Book My PG		6
Internship	Social Work	Satyarthi		18
Internship	Social Work	Solve Foundation		5

Internship	1. Pschology 2. Pedagogy 3. Marketing and PR 4. HR 5. Art 6. Social Media Marketing	Asmi		3
Internship	Finance	Sharekhan		38
Internship	1. Digital Marketing 2. Delivery Operations 3. HR Recruiter 4. HR Backhand Operations 5. Software Developer 6. Sales and Marketing 7. Operations	Satyarthi		6
Internship	1. Influencer Marketing Associate 2. Digital Marketing Associate	Edu4sure		9
Internship	1. Teaching 2. Web Development 3. Graphic Designing 4. Social Media Marketing 5. Content Writing 6. HR 7. Public Relations 8. Photography	Rising People Welfare		28
Internship	Business Development	DFM		21
Internship	1. Sales Intern 2. Marketing and CRM Intern 3. HR 4. Operations/ Area Management	Wat a burger		3
Internship		Bharti Foundation		11
Internship	Sales and marketing	Digital Payback		3

Internship	Campus Ambassador	Zomato Feeding India		26
Internship	1. Social Media Marketing 2. Business Development 3. Marketing 4. Graphic Designing 5. Tele Calling	Glinks		5

3.5.3 MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year			
Organisation	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs
BRICS CCI	05 August 2019	Introduction of add on courses	
BSE Institute Limited	07 August 2019	To pursue activities pertaining to Centre of Excellence	
Saraswati Accountants Software Pvt. Ltd.	21 January 2020	To provide training in Tally ERP9	

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

4.1.1 Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
3 Crore	34,413,999.00

4.1.2 Details of augmentation in infrastructure facilities during the year

Facilities	Existing	Newly added
Campus area	40,000 sq mts 6884 sq mts Build Up Area	
Class rooms	56+6 Tut Rooms = 62	
Laboratories	04	
Seminar Halls	2 Seminar Room + 2 Conference hall + 1 Auditorium + 1 Mini Auditorium	03
Classrooms with LCD facilities	45 (Projectors)	
Classrooms with Wi-Fi/ LAN	62 (All Rooms)	
Seminar halls with ICT facilities	06	
Video Centre	4	

No. of important equipments purchased (≥ 1-0 lakh) during the current year.	S.no	Equipments	Quantity	
	1	Audio Techinca ATUC - 50 CU	01	
	2	A-T ATUC - 50DU	09	
	3	AudioTechnica ATW - 13/F	05	**Total**
	4	Milestone Pro MP -DA24UHD	03	**52**
	5	Celto Acoustique IFIX 7 Speakers	06	
	6	Celto Acoustique IFIX 13s BLK Subwoofer	02	

	7	Val Audio GL 2800 AMP	04
	8	Celto Acoustique IFIX 10	04
	9	Celto Acoustique IFIX1 7s BLK Subwoofer	02
	10	Vivitek Du 4671Z	01
	11	Vivitek NovoPro with two dongles	01
	12	Vivitek Du 467AZAA Projector	02
	13	Celto Accoustique CT15 G2 Speaker	04
	14	Val Audio X 5002 AMP	02
	15	Celto Acoustique IFIX 7 Spakers	04
	16	SITC of HVAC System At floor above Principal's office	01
	17	RFID in library	01

Value of the equipment purchased during the year (Rs. in Lakhs)	S.no	Equipments	Amount	
	1	Audio Techinca ATUC - 50 CU	115,050.00	
	2	A-T ATUC - 50DU	212,400.00	
	3	AudioTechnica ATW - 13/F	112,100.00	
	4	Milestone Pro MP -DA24UHD	164,610.00	
	5	Celto Acoustique IFIX 7 Speakers	201,780.00	
	6	Celto Acoustique IFIX 13s BLK Subwoofer	100,300.00	
	7	Val Audio GL 2800 AMP	278,480.00	
	8	Celto Acoustique IFIX 10	188,800.00	**Total Amount**
	9	Celto Acoustique IFIX1 7s BLK Subwoofer	119,888.00	**7,587,792.9 2**
	10	Vivitek Du 4671Z	209,206.92	
	11	Vivitek NovoPro with two dongles	109,740.00	
	12	Vivitek Du 467AZAA Projector	634,840.00	
	13	Celto Accoustique CT15 G2 Speaker	403,560.00	
	14	Val Audio X 5002 AMP	191,160.00	
	15	Celto Acoustique IFIX 7 Spakers	134,520.00	
	16	SITC of HVAC System At floor above Principal's office	2,811,358.00	
	17	RFID in library	1,600,000.00	
Others				

4.2 Library as a Learning Resource

4.2.1 Library is automated {Integrated Library Management System -ILMS}			
Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
NETLIB	Almost fully	3.03	2001

4.2.1 Library Services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	49919	10,789,549.00	1002	453,726.00	50921	11243274.85
Reference Books	772/Approx					
e-Books	Through DULS, N-LIST, INFLIBNET, E-Shodh Sindhu, McGraw-Hill etc					
Journals	36	59440	24	73240	60	
e-Journals	Through DULS, N-LIST, INFLIBNET, E-Shodh Sindhu, McGraw-Hill etc.					
Digital Database	Through DULS, N-LIST, INFLIBNET and E-Shodh Sindhu					
CD & Video	860/Approx					
Library automation	Online Web OPAC http://sggscclibrary.saraswatilib.com					
Weeding (Hard & Soft)	In Progress					
Others (specify)	The library is in the process of implementing RFID system.					

4.3 IT Infrastructure

4.3.1 Technology Upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available band width (MGBPS)	Others
Existing	201	140	201	10	---	25	19		05
Added	0	0	0	0	0	0	0		0

Total	201	140	201	10	---	25	19		05

4.3.2 Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS /GBPS

4.3.3 Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
College provide infrastructure for making e-content. For preparing e-content. Following equipments are used: DSLR Camera – 6 pcs Tripod – 6 Pcs Lapel Mic Wireless Set – 6 Pcs	DBJCC students make documentaries every year. Link of some documentaries:- Video Link For Nizamuddin Dargah Documentary:- https://youtu.be/5IKglUGc2tk Video Link for 'What Ranking out of ten:- https://youtu.be/noze2UBhzVc

4.3.4 E-content developed by teachers such as: e-PG-Pathshala, CEC (under e-PG-Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the teacher	Name of the module	Platform on which module is developed	Date of launching e - content
Dr. Harpreet Kaur jointly with Prof. Simrit Kaur	Changing Contours of India's Economic Policies'	Online Refresher Course for the discipline "Economics" conducted by the National Resource Centre, Shri Ram College of Commerce, University of Delhi under ARPIT 2019, Ministry of Human Resource Development (MHRD) via Swayam portal. The theme of the course is, "Contemporary issues in Economics".	September 1, 2019

		https://swayam.gov.in/nd2_arp 19_ap65/preview	
Dr. Harpreet Kaur

jointly with Prof. Simrit Kaur | Research Writing and Book Review | Online Refresher Course for the discipline "Economics" conducted by the National Resource Centre, Shri Ram College of Commerce, University of Delhi under ARPIT 2019, Ministry of Human Resource Development (MHRD) via Swayam portal. The theme of the course is, "Contemporary issues in Economics"

https://swayam.gov.in/nd2_arp 19_ap65/preview | December 15, 2019 |
| Dr. Gurdeep Kaur | Contributed a chapter title The World Bank for B. A (Hons) CBCS, Generic Political Science IInd semester paper titled Politics of Globalization. | School of open Learning, University of Delhi

https://sol.du.ac.in/info/cbcs-resources | |

4.4 Maintenance of Campus Infrastructure

4.4.1 Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
50 lakh	6,466,053.00	3 Crore	34,413,999.00

4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. *(maximum 500 words)* (information to be available in institutional Website, provide link)

Our college ensures optimal allocation and utilization of the resources for maintenance and upkeep of the infrastructure and facilities. The College follows the following mechanism:

- The College has constituted Staff Council Committees like Maintenance Committee, Stock Taking Committee, etc. to look into the maintenance, utilization and upkeep of the infrastructure, facilities and equipments of the college.
- One of the significant policy of the college is environment friendly activities such as, college is in the process of installing a rain water harvesting system and construction of gazebos.
- For making use of the non-conventional / renewable sources of energy, establishment of number of high quality solar panels and wind panels for clean energy have been installed on the terrace of the Girls' Hostel and the roof of entire building. The college administration is also planning to invest in off-shore solar energy panels to be installed in Narela village on contract basis to generate 700 KV power to meet the growing needs of the college.
- The computer equipment in terms of hardware and software are given for AMC to the external vendors. College gives AMC for maintenance of ACs, water coolers and other equipments.
- Logistic staff is employed by the college on the regular and part-time basis for maintenance and upkeep of Gym, Play grounds, Seminar Hall, Conference Hall, Auditorium, Canteen, etc.
- Stock checking is done from time to time and auction is held to sell old furniture and equipment as per the need. Old furniture and equipment are replaced with new one as per the requirement.
- A full-time engineer is available on campus for the maintenance of software and hardware.
- The College plans to convert more classrooms into ICT enabled classrooms to facilitate teaching.
- The College has an air-conditioned server room, which caters to uninterrupted Wi-Fi connectivity in the entire college.
- The College has installed Underground Fire Tank with water capacity of one lakh cubic litre.
- Fire Extinguisher pumps worth Rs.12, 00,000 have been installed.
- The College has also appointed full-time caretaker who ensures that the fans, lights, air-conditions are in proper working condition and any complaint is promptly sorted out.
- The College has installed fire-fighting equipment in the college premises with two years validity.

The College has Splendid Cricket ground, Basketball Court, Volleyball Court, Football ground, Two Table Tennis tables, Separate room for the Director of Physical Education.

- The college has a proper purchase policy about equipments and supplies as per University of Delhi guidelines from specified website G.E.M. For a purchase below INR 25000, It is made through the G.E.M. website. For above, INR 25,000 TO 2,50,000, three quotations are invited from vendors. For above 2,50,000, tenders and e-tenders are floated and advertised.
- The sports facilities also, the purchase policy is almost same as above. The students are admitted on the basis of their participation and merit in sports at inter-school, state or national level.

Website :- https://www.sggscc.ac.in/

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 Student Support

5.1.1 Scholarships and Financial Support

	Name /Title of the scheme	Number of students	Amount in Rupees
Financial support from institution	Awards and Scholarships	106	1138745
Financial support from other sources			
a) National	J&K Govt	3	81600
b) International	-	-	-

5.1.2 Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
20 Soft Skill Development & Bridge Courses-list attached in Annexure3	june19-july20	743	list attached with name of course in Annexure3
Personal Counselling and mentoring	jul19-apr20	All students	All the teachers allotted 30 students
Yoga,Meditation	21st june 2019	50	Mr Vijay Agarwal,CA

5.1.3 Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
2019-20	4 Career Counseling Seminars- 1. A Seminar on Effective Career Counselling and Boosting Self Belief. (Held in college auditorium on 19 th September 2019) By: Gretchen Consultancy 2. 3 counselling sessions for our students on one to one basis on 17 jan,11 feb and 12 feb 2020	-	1st - All students 2nd-12 3rd-35 4th-35	-	233 (210 on campus & 23 off campus)

5.1.4 Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	No. of grievances redressed	Average number of days for grievance redressal

2	2	Same day(minor misunderstanding was there)

5.2 Student Progression

5.2.1 Details of campus placement during the year

On campus			Off Campus		
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed
Asahi	20	0	Jaro Education		2
Bain	312	6	Tresvista	91	2
Coho Careers	15	0	Deloitte USI (B.Sc.)	176	9
Deloitte USI	119	57	Aperion	99	
Edoofa	65	6			
Ernst & Young	230	65			
EXL Consulting	55	5			
FIS	67	8			
KPMG Global	111	36			
KPMG India	45	10			
NIIT	68	4			
Oberoi Group	48	0			
Teach for India	20	0			
Travclan	98	6			
Wipro	96	7			
Wills Tower Watson		2			

5.2.2 Student progression to higher education in percentage during the year – course wise no of students should be presented.

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of Institution joined	Name of Programme admitted to
2019-20	58	B.Com (H)	Commerce	**Masters in Finance, Actuarial Science, Certified Public Accountant, CFA, Chartered Accountancy, CPA, Financial Risk Management (FRM), GMAT, Graphic Design and Advertising, Ielts, LLB, M. Design, M.COM, BPS Bank PO Exam, M.Sc Accounting and Finance, Masters in Business with Marketing, Masters in Management, Masters in science Management and Systems, MBA, PGDM- International Business, PGPM at IIM Indore**	**The Institute Of Chartered Accountants Of India, New york University United States of America, Narsee Monjee Institute of Management Studies, ICAI, Warwick Business School United Kingdom of Great Britain and Northern Ireland, ICAI, Indian Institute of Management Calcutta, London School Of Economics and Political Science UK, ICAI,GNDU, London Business School, Pearl Academy, DU, CPA, IIM Calcutta, IIM INDORE, Royal Melbourne Institute of Technology, Fore School Of Management, IIM RANCHI**
2019-20	54	B.com Programme	Commerce	**PGDM, CA/CPA, MBA, BPed, Bachelors of Education, Specialisation in Accounting &**	**Delhi University** **Sri guru govind singh College of commerce**

				Finance, M.Com, Business management, NSE STOCK ANALYST, Chartered Accountant, Company Secretary, Certified Public Accountant, Law, Master International studies, GMAT, LLB, Ielts AND CA, MA Economics, Interior designing, Sports management	IILM university CA/CPA Institute of Chartered Accountants of India Christ University Institute of Company Secretaries of India Symboysis Indian Institute of Management Tiruchirappalli ICAI Inter National Institute of fashion design GERMANY Xavier School of Management
2019-20	47	B.A.(H) Eco	Economics	M.A/ M.Sc. in Analytics Msc / MA Economics MBA Masters in management PGDM CORE MBA GMAT diploma global business	Tata Institute of Social Sciences, Mumbai IIM INDORE Birla Institute of Management Technology Australian National University

| | | | | management/data analysis

MA economics

PGDM

CFA

M.A in statistics

Global business management

Actuarial Science

The Chartered Financial Analyst Program

Chartered Accountancy- Institute of Chartered Accountants of India

GMAT

Finance

MS Economics | Fore School of Management

Indian Institute of Management Indore

Frm

Chartered Financial Analyst

humber college

Jindal global business school

CFA

Institute of chartered Accountants of India

University of Texas, Dallas, USA

IIM JAMMU

IIM   INDORE |
|---|---|---|---|---|---|
| 2019-20 | 14 | B.A.   (H) Punjabi | Punjabi | MA punjabi

B.Ed.

Masters in english | Kurukshetra University
DU |
| 2019-20 | 19 | BBE | BBE   & BMS | PGDIM (Post Graduate Diploma in International Marketing)

Financial Risk Manager (FRM) | CANADA

Fore School of Management

IFOA IAI

MICA Ahmedabad |

				CFA	
				The Chartered Financial Analyst Program	
				Overseas education	
				Post graduation in supply chain	
				Business management - international management	
				PGDM International Business	
				Actuarial Science - IFOA, IAI	
				MBA	
				PGDM-C	
2019-20	24	B.Sc. (H) Comp Sc.	Comp Sc	**MBA** **Msc in Data Analytics** **GRE** **Diploma in Data Science** **MCA** **M.Sc. Computer Science/ data science** **Masters in Artificial Intelligence** **Software systems engineering** **Masters in computer science specialized in data science**	**Amity business school** **Royal Melbourne Institute of Technology, Melbourne Campus** **University College London** **Trinity College Dublin, Ireland University of Dublin, Ireland** Delhi University IP University

2019-20	22	BMS	BBE & BMS	MA International Fashion Management Post Graduate Diploma in Management Masters in Finance MBA MSc in international business Msc in Management Law (LLB)	Nottingham Trent University- school of Art and Design FORE School of Management John Molson School of Business Concordia University Canada Indian Institute of Management Indore Ivey Business School Western University Canada Indian Institute of Management Rohtak Ivey Business School Bennett University University Business School Panjab University Narsee Monjee Institute of Management Studies

					Indian Institute of Management Shillong
					Institute of rural management

5.2.3 Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)		
Items	No. of Students selected/ qualifying	Registration number/roll number for the exam
NET	-	-
SET	-	-
SLET	-	-
GATE	-	-
GMAT	8	-
CAT	14	-
GRE	3	-
TOFEL	1	-
Civil Services	-	-
State Government Services	-	-
Any Other	53	-

<table>
<tr><td colspan="3">5.2.4 Sports and cultural activities / competitions organised at the institution level during the year</td></tr>
</table>

Activity	Level	Participants
Sports	1internatioinal and 2 national	Details in Annexure2
Cultural	6 international and 173 national events	Details on website (society info)

5.3 Student Participation and Activities

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

Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the student
2019-20	Gold	International (14th shooting Asian championship Dhoha)	Shooting (10 mtr. Air Rifle)		192249 (B.Com. program)	Parth Makhija
2019-20	Gold	Inter University	Shooting (10 mtr. Air Rifle)		192249 (B.Com. program)	Parth Makhija
2019-20	Gold	Inter University	Shooting (10 mtr. Air Rifle)		192249 (B.Com. program)	Akash Verma
2019-20	Gold	Delhi University Inter College	Shooting (10 mtr. Air Rifle)		192249 (B.Com. program) 192249 (B.Com. program)1 182264 (B.Com. program)	Parth Makhija Akash Verma Aditya Chauhan

2019-20	Bronze	Delhi University Inter College	Shooting (10 mtr. Air Pistol)		193134 (B.A. Eco. Hons.) 171250 (B.Com.Hons) 182252 (B.Com. program)	Vrinda Garg Sheshta Gupta Preeti Chaudhary
2019-20	Bronze	Delhi University Inter College	Athletics (High Jump)		182263 (B.Com. program)	Parveen Bhati

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5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Success is a journey, not a destination.

The above said words are rightly justified by Students Union Of Sri Guru Gobind Singh College of Commerce, as it's been seen by their success which was the result the efforts made by them, during the year.

It all began by organizing Freshers'2019. This was organized in the month of October and was a huge success as all the new students were welcomed and were introduced to the institution.

Then, during the year, it conducted various drives for the benefit of the society and the environment. These included- Empathisers, anti plastic drive, hosted by ASBEMS, in which Daler Mehndi was being called as the chief guest and he motivated the students with his inspiring words.

Another one was The Paraspar plantation drive, in collaboration with Ecosperity; where 550 saplings were being planted on occasion of 550th Prakash Purab of Sri Guru Nanak Dev ji.

The journey also included various fun events, such as the Power-Ade- energy drink, launch event. This included a lot of sporting activities for the students and introducing the energy drink to them.

Last but not the least, came EMINENCE'20- The Annual Cultural Fest of SGGSCC. It had the best stars, Karan Aujla, Maninder Buttar, DJ NYK, DJ Sumit Sethi, and many more remarkable ones to list down.

The fest was a huge success as being witnessed by all, it was the best fest GGS has ever hosted. For the first time, such arrangements were made for the attendees which included special LED setup, EDM Night and much more to list down.

Students union played a very crucial role by being the linking pin between the administration and the students, it helped in solving the issues of students and gave them a fruitful environment in the premises.

The Students Union had a dream to take the institution to greater heights and to achieve the goals, which one can't even expect, but still it achieved with all it's efforts and hard work.

Starting from the academic session, the council members participate in all required activities. They set up help desk at the time of admissions and guide the students seeking admission and parents accompanying those students. It shows lots of concern and personalisation. These members participate enthusiastically in all the duties assigned. With the start of session help in coordination of orientation programs of various societies and clubs as a support team with IQAC. All the administrative and other endeavour assigned to them.

5.3 Alumni Engagement

5.3.1 Whether the institution has registered an Alumni Association? Yes/No, if yes give details (maximum 500 words):

Yes, our Alumni Association is registered.
 Though the Alumni Association was operative for the last so many years, we got ourselves registered last year.
Alumni Association has a team of 14 office bearers with Mr. Rajiv Garg, as our President. Our esteemed principal Prof J. B. Singh guides us and one of the oldest professors Sh. S. S. Lamba is Patron of the Association.
Association has a bank account with Punjab & Sind Bank at college premises and the Association organizes regularly organizes various activities at college.

5.3.2 No. of registered enrolled Alumni:

Alumni Association launched its website on 24th February, 2020 and as of now 1280 students are registered at our website, and its increasing day by day.
 Though the number of Alumni enrolled at Alumni Association website is 1280, the actual numbers Alumni Association is connected with through various whatsapp groups and facebook page is much more.

5.3.3 Alumni contribution during the year (in Rupees) **:**

During the last financial year 2019-20, Alumni have contributed appx. Rs. 5.00 lac towards various activities.

5.3.4 Meetings/activities organized by Alumni Association **:**

In October 2019, Alumni Association in co-ordination with college, organized cleanliness drive awareness program for college students under Swatch Bharat Mission. Mr. Daler Mehandi, a well-known singer, was the chief guest of the program.
In November 2019, Alumni Association organized 4th Twenty:20 Annual Cricket Tournament at College ground, in which 6 teams participated.
It was a 2 day tournament on knock out basis, held on Saturday and Sunday with teams comprising alumni players of all ages and teachers also playing along with alumus.
During 1st week of February, 2020, we organized our Annual Alumni get together at college premises.

This is our annual program, in which close to 500 alumnus and few teachers join us in celebrating our association with college.

CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT
6.1 Institutional Vision and Leadership
6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words)

- The Governing Body of the college instituted four Innovation Projects for encouraging research among Faculty & students. Each project was given an allocation of 1 (one) lac with one-year duration to complete. They could be interdisciplinary and would involve publication in high ranked journals. Teachers have freedom to work independently. In addition, the faculty was represented in the Governing Body and two faculty members worked as members of building committee.
- IQAC along with staff council laid down the calendar of the college for different activities to be undertaken along with teaching. Student representatives were also made part of IQAC to raise students' stake in decision making and functioning of the college. Students managed placements though campus visits and alumni relations for their better engagement in college activities. The department councils held meetings during the year to overview teaching, learning and continuous evaluation of students and also to suggest reforms in departments' affairs.

6.1.2 Does the institution have a Management Information System (MIS)?
Yes/No/Partial:

Yes

6.2 Strategy Development and Deployment

6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100 words each)**:**

❖ Curriculum Development
  ● The institution adopts the curriculum as recommended by University of Delhi.
  ● The teachers also participate in Delhi University departmental subject-wise meeting for revisions of syllabus and readings. The CBCS syllabus was under revision and many faculty members were part of those committees.
  ● *A Syllabus Revision Committee for two PG Diploma courses has been constituted.*

❖ Teaching and Learning
  ● The college adopted online teaching due to COVID-19 and used various ICT tools for regularly delivering the lectures.
  ● Online teaching was executed through Google Suite for smooth process. Google Classrooms were created for respective subjects and classes during the two semesters. Google meet was used to deliver the online lectures, along with other support applications like Jam-board, google sheets, google forms, google slides and other google tools. Teachers also shared e-resources for student learning and practice exercises were given to help third year students to prepare for OBE exams at the University level.
  ● The library also provided access to various online resources to help teachers and students for online learning.

❖ Examination and Evaluation
  ● During examination the college has Xerox facility for printing the question papers and supportive tables under the secured system.

- The college is fully equipped and is completely under the CCTV Surveillance System and also special Security Guards are posted at different places in the college for the smooth running of the exam and security of belongings of the students.
- Visually impaired students are given scribes and software supported lap tops to write their exams in relaxed environment in a separate room. Other PH candidates are given extra time to complete their exam and extra invigilator is provided to them.
- The college also provides wheelchair and elevator facility for the physically challenged students.
- The college has evaluation centre for checking of skill enhancement courses.
- The college also send timely notices and reminders for the information regarding examination through SmartProf Application.
- The college provides counselling facility to the students for managing stress and other issues related to examination. The college offers 24 by 7 help desk to deal with internal assessment and attendance related issues through an email. The faculty members are allocated around 25-50 students each to mentor and guide the students on all such matters.

❖ Research and Development
- In order to encourage research among the faculty, the BSE-SGGSCC centre of excellence was created in the college. The centre organises the research workshops on Research Methodology & Data Sources and encourages teachers to present their research findings. Teachers are encouraged to publish in reputed journals.

- The faculty members have also acted as supervisors/ co-supervisors to Ph.D., M.Phil./P.G.D.I.M. students and co published papers with them.

- Faculty & students have online access to journals and e-books through University of Delhi. The college also subscribes to NLIST resources of INFLIBNET.

❖ Library, ICT and Physical Infrastructure / Instrumentation
- College library recently installed (Radio Frequency based Library Management System) RFID system to improve the facilities and resources of the library and reduce the theft or misplacement of books and other important documents of the library. It has also increased the speed and accuracy of all the transactions in the library and at the same time it makes library more user friendly.
- To support teaching and research during COVID period, remote access was provided to the teachers to access e-resources.
- All the classrooms of the college are ICT enabled and used by faculty and students alike for comprehensive learning and the whole campus is WiFi enabled including the college basement.
- The college has renovated Mini Auditorium, Amphi Theater, Conference hall, Canteen and Washrooms.
- The college has expanded the staffroom and has built a committee room to conduct meeting with students.
- The college has also provided modern locker facilities to all its staff members.
- Another level has been added to the library at its basement for stocking the books
- In continuation of the Waste Management Practices followed by the college, new waste recycling machines have been installed.
- To further strengthen the Rainwater Harvesting System, new machines have been installed near the Gurudwara lawns of the college.

- The college has put in place ,104 Kilo Watt Solar Panels on the college rooftop with Solar Lamps installed throughout the campus premises.

❖ Human Resource Management
  - The college takes care of its Human Resources through many committees like canteen committee, scholarship committee, building committee, anti-ragging and internal complaint committee. The college also organises many recreational activities like inter-departmental games and outdoor visits.
  - College regularly organizes training and development programmes for its teaching and non-teaching staff members, to widen their knowledge and expertise.
  - College organizes various recreational activities for its staff members like cricket match organized by staff Association and Alumni.
  - College also grants study leave for Ph.D. to its faculty members as and when required.
  - College also provides travel grants to its staff members for participation in conferences abroad.
  - Time to time development programs and workshops are conducted by the different departments of the college.
  - College provides counselling facility to staff members and students, and has appointed a part time counsellor for the same.
  - Regular feedbacks are collected by the college from faculty members, non-academic staff and students, parents and employers for continuous performance monitoring and making the changes where ever required to make system more efficient.

❖ *Industry Interaction / Collaboration*
  - The college has appointed a full time placement officer to look after the placements and internships of students. It has been able to place about 200-250 students in MNCs, NGOs and other companies. The median salary is in the range of 3.5- 4 lac per annum. More than 100 students also got internship through internship fair organized by college.
  - The college also forged ties with ICAI, Tally Accounting, BRICS Chamber of Commerce, Weekendr Innovative Lab etc. for joint training of students.
  - The employers' feedback form helps us understand their requirements and facilitates training our students in soft skills etc.

❖ Admission of Students
  - The nodal Teacher along with student volunteers assists in admission process. The admission is online along with online verification of certificates.
  - The college follows online transparent admission process as per university guidelines.

  - Jagriti Unit of our college sets up help desk to assist PH students to get admissions seamlessly.

  - The admission to value added/ add-on courses and Foreign Language courses are also online.

  - The college has a Grievances Cell to look into complaints of any student regarding admissions. The contact details of members of Grievance Cell are displayed on website.

  - All updated information regarding admissions, eligibility, prospectus, cut off lists, are put on website of the college.

6.2.2 :   Implementation of e-governance in areas of operations:

❖ Planning and Development
- The Different Departments of the college conducted series of e-meetings to plan, administer and manage e-learning process and ensure smooth running of classes and examination.

❖ Administration
- College has issued Smart I-Cards and Medical Cards to its Staff Members and students
- The salary slips and PF balance is digitally available on smart prof app. EIMS database MIS helps in maintenance of students records, during and after the admission process. The students are given a college based email id for easy reference to college app.

❖ Finance and Accounts
  All salary records, leaves, vouchers, building maintenance, e-tenders etc. are recorded digitally too. All purchases above Rs. 2500 are made as per university instructions, above that through tenders and quotations only.

❖ Student Admission and Support
- The college has upgraded its Educational Institute Management System Software, which revolves around academics, social, analytic as well as reporting with the help of core modules and online fee payment, smart cards and information broadcasting along with other technology-plugin's.
- Various subject option forms, feedback forms are floated and collated using SmartProf and Google Forms.
- helpdesk@sggscc.ac.in id caters to EMIS and other the grievances of students.
- Subject options and Feedback forms are shared with students through smartprof and Google Forms to gather the required information in every semester.
- A student progression tab has been added recently to gather information about the students' future activities.

❖ *Examination*
- The examination committee of the college faculty and administrative staff oversees the final semester examinations in the college.
- The Internal Assessment committee of faculty supervises and streamlines the process of internal exams and class assignments, etc. by issuing guidelines from time to time. It also shares final IA results with the individual student before sending it to the university. The details of IA system are shared with first year students in the prospectus and during a common welcome and orientation programme in July held every year.

6.3 Faculty Empowerment Strategies

6.3.1 Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2020	Dr. Jatinder Bir Singh		Indian Economic Association	Rs. 10,000
2020	Dr. Paramjeet Kaur		Indian Economic Association	Rs. 10,000
2020	Mrs. Harpreet Kaur		Indian Economic Association	Rs. 10,000
2020	Mrs. Deepa Verma		Indian Economic Association	Rs. 10,000

2020	Dr. Rekha Sharma		Indian Economic Association	Rs. 10,000
2020	Dr. Nirmal Singh		Indian Economic Association	Rs. 10,000
2020	Dr. Aradhana Nanda		Indian Economic Association	Rs. 10,000
2020	Dr. Harpreet Kaur		Indian Economic Association	Rs. 10,000
2020	Dr. Kajleen Kaur		Indian Economic Association	Rs. 10,000
2020	Mrs. Shelly Verma		Indian Economic Association	Rs. 10,000
2020	Dr. Gurleen Kaur		Indian Economic Association	Rs. 10,000
2020	Mr. Vaibhav Puri		Indian Economic Association	Rs. 10,000
2020	Mrs. Divya Sethi Guliyani		Indian Economic Association	Rs. 10,000
2020	Mrs. Jasvinder Kaur		Indian Accounting Association	Rs. 3600
2020	Dr. Sangeeta Dodrajka		Indian Accounting Association	Rs. 3600
2020	Dr. Naveen Dua		Indian Accounting Association	Rs. 3600
2020	Dr. Reenu Gupta		Indian Accounting Association	Rs. 3600
2020	Mrs. Asha Wadhwa		Indian Accounting Association	Rs. 3600
2020	Dr. Surjit Kaur		Indian Accounting Association	Rs. 3600
2020	Dr. Harpreet Singh		Indian Accounting Association	Rs. 3600
2020	Mrs. Navdeep Kaur		Indian Accounting Association	Rs. 3600
2020	Mrs. Ravneet Duggal		Indian Accounting Association	Rs. 3600
2020	Mr. Bal Kishan		Indian Accounting Association	Rs. 3600
2020	Mrs. Saakshi Bhandari		Indian Accounting Association	Rs. 3600
2020	Ms. Gurveen Kaur		Indian Accounting Association	Rs. 3600
2020	Mrs. Harpreet Kaur Chawla		Indian Accounting Association	Rs. 3600

6.3.2 Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non-teaching staff)
2020	Webinar on Intellectual Property Rights		31st July 2020	55	
2020	Webinar on "Art of writing research paper: Literature Review Perspective"		28th July 2020	230	2
2020	International Webinar on Exercise and Health in context of COVID-19		13th July 2020	250	5
2020	Webinar on "COVID 19 Impact, Strategies for Education and		12th May 2020	120	

	Challenges in Virtual Learning"				
2020	Effective Stress Management in Modern Times		15th January 2020	45	
2020	Faculty Development Workshop on "Safety in Cyber Space"		3rd January 2020	55	20
2019	National Symposium		26th September 2019	350	
2019		Non-Teaching workshop – Advanced Computer Training	6th September 2019		35
2019		Non-Teaching Workshop – Introduction to Computers and Internet	30th August 2019		35
2019	Worksop on 'Scale Development'		20th July 2019	60	
2019	"The Second Lecture Series by faculty members"		4th September 2019	50	
2020	'ICT Tools for Online Teaching'		9th-13th June, 2020	110	

6.3.3 No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	Date and Duration (from – to)
Scale Development; under the aegis of Department-College Interface; BSE-SGGSCC Centre of Excellence (SGGSCC) in collaboration with Department of Commerce, DSE, university of Delhi	45	20/07/2019
Comparative Evaluation of Old Tax Rate Regime Vs New Tax Rate Regime for FY 2020-21; Bharti College, University of Delhi	8	14/05/2020
Fitness A to Y (Aerobics to Yoga); Sri Aurobindo College , University of Delhi	5	15/05/2020 to 18/05/2020
GST using Tally release 6.6 organised online by Tally Education Pvt. Ltd	10	08/06/2020
Exercise and Health in context of Covid 19; SGGSCC, University of Delhi	45	13/07/2020
Financial Accounting	9	04/09/2019
Managing Online Classes and Co-creating MOOCS:2.0		18/05/2020 to 03/06/2020
Data Science for Web and Social Media	5	29/02/2020 to 02/03/2020

R programming	10	06/08/2018 to 07/08/2018
Artificial Intelligence and Machine Learning using Python	121	18/05/2020 to 22/05/2020
Emerging Research Trends in Computer Science and IT	6	25/05/2020 to 29/05/2020
ICT Tool for Online Teaching	60	09/06/2020 to 13/06/2020
OPEN SOURCE TOOLS FOR RESEARCH	60	08/06/2020 to 14/06/2020
Virtual Pedagogy: Tools, Techniques and Debates	4	17/08/2020 **to 18/08/2020**
ICT TOOLS for ONLINE TEACHING organized by Centre for Professional Development in Higher Education (CPDHE), UGC-Human Resource Development Centre, University of Delhi.	2	15/05/2020 to 17/05/2020
ESSENTIAL SKILLS FOR RESEARCH WRITING AND PUBLISHING	15	15/06/2020 to 19/06/2020
Artificial Intelligence and Machine Learning using Python	2	18/05/2020 to 22/05/2020
Annual Refresher Programme in Teaching (Arpit) Refresher Course in Economics,(SWAYAM),2019	2	01/09/2019 to 31/12/2019
How to prepare a case study, 16 September 2019, IQAC, SGGSCC	50	16/09/2019
Online Course, Geopolitics Post Covid-19 , Gateway House and Meghnad Desai Academy of Economics	2	21/05/2020 to 24/05/2020
Advanced Concepts for Developing Moocs, TLC, Ramanujan College, DU	4	02/07/2020 to 17/07/2020
Open Source Tools for Research, TLC, Ramanujan College, DU	5	08/06/2020 - 14/07/2020
Time Series and Panel Data Analysis	3	20/07/2020 to 26/07/2020
Introduction to R Programming	2	01/07/2020 to 03/07/2020
Research Fanatica: Art of Writing and Publishing a Research Paper	2	10/02/2020 to 10/02/2020
Macroeconomics Course Design in the University of Delhi and the Underlying Thought Process while Designing its Curriculum	3	23/01/2020 to 23/01/2020

6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment):

Teaching		Non-teaching	
Permanent	Fulltime	Permanent	Fulltime/temporary
76	76		

6.3.5 Welfare schemes for	
Teaching and Non-teaching	- Group Insurance Scheme (GIS), Children Education Allowance, Medical Reimbursement, Leave Travel Concession, Auto Loans, Loan facility from PF etc. - Child Care Leave, Maternity Leave, Study leave, is granted as per rules of University of Delhi. - A branch of Punjab and Sind Bank is available in college premises. - premises with ATM facility for the convenience of staff. - Timely Provident Fund Loan facility as per PF rules. - Free Health checkup camps are oraganised regularly for staff. Doctor on demand facility is also available. - Subsidised canteen and Café Coffee day outlet. - Well-maintained and sanitized rest rooms. - Gymnasium facility for staff.
Students	- Book Bank facility for students belonging to economically weaker sections. - A branch of Punjab and Sind Bank is available in college premises with ATM facility. - Online Fee submission is available. - Free Health checkup camps are organised regularly in the college. - Subsidised canteen and Café Coffee day outlet. - Well-maintained and sanitized rest rooms. For girl students, sanitary napkins are kept in girl's washrooms - Mata Sahib Kaur Girls Hostel has been constructed to provide accommodation to 129 girl students.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

 (with in 100 words each)

YES

6.4.2 Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)		
Name of the non government funding agencies/ individuals	Funds/ Grants received in Rs.	Purpose
INDUSTRY SPONSORSHIPS	5,00,000/-	INDUSTRY SPONSORSHIPS

6.4.2 Total corpus fund generated   5,00,000

6.5 Internal Quality Assurance System

6.5.1 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/ No	Authority
Academic	YES	UNIVERSITY OF DELHI	YES	COLLEGE ADMINISTRATION
Administrative	YES	UNIVERSITY OF DELHI	YES	COLLEGE ADMINISTRATION

6.5.2 Activities and support from the Parent – Teacher Association (at least three)

- The College takes regular feedback from the parents about the college infrastructure and other facilities provided to the students.
- The college has renovated the washrooms after receiving suggestions for the same by the students and parents.
- College provides the parents the access to the attendance of their wards through Smart Prof , the college app.
- To improve the performance of the weaker students college conducts counselling sessions with their parents.
- To appreciate and acknowledge the efforts of meritorious students their parents are invited on the College Annual Day. On orientation for freshers, held on July, 19, 2019, parents were invited.

6.5.3 Development programmes for support staff (at least three)

6.5.4 Post Accreditation initiative(s) (mention at least three)

6.5.5

a. Submission of Data for AISHE portal   : (Yes /No) Yes

b. Participation in NIRF   : (Yes /No) YES

c. ISO Certification   : (Yes /No)

d. NBA or any other quality audit   : (Yes /No)

6.5.6 Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from-----to------)	Number of participants

2020	Webinar on Intellectual Property Rights	31st July 2020	One Day	55
2020	Webinar on "Art of writing research paper: Literature Review Perspective"	28th July 2020	One Day	50
2020	International Webinar on Exercise - Report	13th May 2020	One Day	45
2020	Webinar on "COVID 19 Impact, Strategies for Education and Challenges in Virtual Learning"	12th May 2020	One Day	50
2020	Effective Stress Management in Modern Times	15th January 2020	One Day	55
2020	Faculty Development Workshop on "Safety in Cyber Space"	3rd January 2020	One Day	50
2019	Microsoft Certification Seminar	21st October 2019	One Day	10
2019	National Symposium	26th September 2019	One Day	65
2019	Non-Teaching workshop – Advanced Computer Training	6th September 2019	One Day	5
2019	Career Counselling Session at Sarvodaya Vidyalaya, Pitampura	30th August 2019	One Day	2
2019	Non-Teaching Workshop – Introduction to Computers and Internet	30th August 2019	One Day	5
2019	IQAC Combined Orientation of Societies	July 2019	One Day	5

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period (from-to)	Participants	
		Female	Male
Rotaract Chapter set up 'Siyahi 6.0: Adult Literacy Centre for Women.'	12th August 2019	35	25
Rotaract Chapter started 'Sankalp 2.0 - Adult Literacy Centre and Sewing & Stitching Centre' for youth and women of marginalized sections with the target of educating and providing employment opportunities for them.	20th August 2019	50	
Rotaract Club started an online awareness campaign-"Virago" to • spread awareness about the malpractices that blanket the women of our society • to portray how strong they are and how should the world perceive that strength. The hashtag used to promote this campaign was-#strongagainstwrong.	29th December, 2019 to 6th January, 2020	60	
The Political Science, Women's Development Cell and Foreign Students Society – "Republic" was formed.	July, 2019	70	
Self-Defence Workshop in collaboration with Special Police Unit for Women and Children (SPUWAC). Certificates were Awarded by Ms. Vijayanta Arya (DCP- North West).	10th February to 14th February 2020	52	8
Virago organised an online awareness campaign on women safety	3/3/2020	1000	
Women Development cell of Republic on the occasion of International Women's Day, distributed: • recyclable products and informative brochures pertaining to Women and Health like	4rth March, 2020	200	3

handmade book marks, leaflets and pamphlets related to cervical cancer, breast cancer, infections, dealing with issues of violence and sexual abuse, small home-made chocolates.			
'Dreaming Tibet' Society organised a Self Defence Workshop to build confidence and enhance fighting back skills among women .		11	
International Webinar on LGTBTQ : Rainbow is the New Monochrome	11/07/2020 – 11/7/2020	250	
NCC- Boys attended various camps as part of their training.			40
NCC- Girls attended various camps throughout the year as part of their training,		30	

7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as: Percentage of power requirement of the College met by the renewable energy sources

Title of the Activity	Dates	Participants
Environmental Consciousness and Sustainability/		
Green Good Deed initiatives were encouraged like: • Bring Your Own Bottle • Bring Your Own Lunch • Bring Your Own Bag	24/8/2019 – 31/12/2019 (for 130 days)	50
An Environmental Quiz- Quizaria, was organized by Ecosperity on the occasion of World Ozone Day 2019.	16/9/2019	21
Intracollege Event: One-day field visit to Common Effluent Treatment Plant, Mayapuri was organized to familiarize learners about the treatment processes of wastewater.	7/9/2019	13

Intracollege Event : Planting of vertical garden near the college main entry gate reusing waste plastic.	15/9/2019	12
Intracollege event -'Paraspar' : A Plantation Drive to mark the auspicious occasion of the 550th birth anniversary of Guru Nanak Dev Ji was conducted	23/10/2019 to 12/11/2019	350
A Single-Use Plastic Drive : The Environment Crusaders was organised by ASBEMS in association with NSS, NCC and Students Union: • Students held banners to spread awareness and • cleaned the road sides in the hope to create a healthy environment without usage of single use plastic.	29/1/2020	35
Intracollege Educational Trip: Yamuna Biodiversity Park on the occasion of World Wetlands Day	2/2/2020	12
An online Initiative - Ecothon'20 for productive use of lockdown period towards the betterment of the environment was conducted	25/03/2020 to 10/04/2020	206
Webinar on Tunnelling Through The Environment during the covid 19 pandemic: • An insightful lecture by Dr. Gyan Prakash Sharma • To promote environmental awareness amongst the students	17/6/2020	100
Street plays on Environmental Issues performed by Manchtantra, the college Street Play Society		
World Wetlands' Day Celebration for discussing the importance of wetlands to urban future and ecosystem as a whole.		
Alternate Energy initiatives		
Solar Roof Top Panel---100 Kw		Total Power Consumption---400KW Percentage of power met through solar roof top panel---25%
Solar Lamp posts -20—2KW		Total—14 KW

	Solar Water Heater---10KW						%---- 14/400

Solar Water Heater---10KW

LED lights---100---2KW

%---- 14/400

7.1.3 Differently abled (Divyangjan) friendliness

	Yes/No	No. of Beneficiaries
Physical facilities	YES	Students and Visitors
Provision for lift	YES	Students and Visitors
Ramp/ Rails	YES	Students and Visitors
Braille Software/facilities	YES	Students and Visitors
Rest Rooms	YES	Students and Visitors
Scribes for examination	YES	Students and Visitors
Special skill development for differently abled students	YES	Students and Visitors
Any other similar facility –	YES	Students and Visitors

7.1.4 Inclusion and Situatedness

Enlist most important initiatives taken to address locational advantages and disadvantages during the year

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
2019	Digital Literacy Centre	The Rotaract Club of Sri Guru Gobind Singh College of Commerce, in collaboration with Navjyoti India Foundation set up Sankalp 2.0 - Digital Literacy Centre	24th October, 2019	Sankalp 2.0	This Centre was set up in Shalimar Bagh to help people from backward areas become self-sufficient and also to help them overcome the roadblock of digital illiteracy.	

2019	Online platform for ordering plants	provides a variety of plants at affordable rates		ENACTUS: Project 'Book A Plant'	supports : • the local plant vendors and • the hectic schedules of people	
2019	endeavour to uplift the rural masses	It aims at turning its territories into smart villages.		Project 'Kashti'	Targets all the spheres and covering the basic yet crucial problems in the society	
2019	Cleaning drive for local water bodies	aims to eradicate plastic pollution		Project, 'Dariya'	Addresses the problem of plastic waste in local water bodies	
2019	A platform to new ideas	promote and instil an appreciation for literature and all things creative.		Meraki	allows artists to have a platform to showcase their creativity.	300 people
2020	A donation drive	Collection and Donation drive	11th and 12th February	Donation drive by NSS	The drive aimed at collecting books and clothes for the children at Bal Sahyog.	100
2020	Cleanliness drive	cleanliness drive by NSS	29/1/2020	Empathizers 3.0	Promoting cleanliness in and around the college campus.	150 students
2020	Annual Blood Donation Camp	The Rotaract Club of Sri Guru Gobind Singh College of Commerce organized its Annual Blood Donation Camp	30th January, 2020	Blood Donation Camp	• Buses from Rotary Blood Bank, Tughlakabad and Shiv Shakti Charitable Trust, along with a team of professional doctors helped in the smooth functioning of the entire process • The 144 blood units collected will impact over 400 lives	140

7.1.5 Human Values and Professional Ethics –

Code of conduct (handbooks) for various stakeholders		
Title	Date of Publication	Follow up (maximum 100 words each)
• **Scriptures given in Sikh Culture** • **Scriptures available to all students**	Given to Sikhs as part of Cultural legacy 2019	• These are the **ultimate guide**s to a code of conduct for life. • **All** stakeholders follow the scriptures. • Our Scriptures have been **available since inception** of college in the Gurudwara Sahib and **accessible at all times** to anyone who wants to read. • The **translations** of these scriptures are also available for those not able to read original texts. • The college routinely organises camps and functions where moral/religious books about humanistic code of conduct are distributed **free of cost**.
Prospectus for New Admissions - In Campus-Code of Conduct	Prospectus – June 2020	Information about • discipline, • anti-ragging norms, • damage to college property, and • action to be taken in case of breach of discipline rules by Proctorial Committee.

7.1.6 Activities conducted for promotion of Universal Values and Ethics

For promotion of Spiritual Values:

- 550th Prakash Purab of Guru Nanak Dev ji was celebrated with inter college events on 14/11/2019 and 100 students participated
- Asa di Vaar Samagam was organised at the Gurudwara Sahib on 19/8/2019 and 150 people attended the same.
- Sangrand Samagam is organised every month on Sangrand as per Nanak Shahi Calendar
- National Yoga Day was celebrated by conducting workshop from 21/6/2019 to 24/6/2019 with 34 participants from 5 colleges and 15 schools.

For promotion of values of Healthy Lifestyle

- On 21/5/2020 , a live session on **mental health** was conducted. The session took place on 21 May, 2020 at 2:15 PM and attracted 100+ viewers. Mr Farrhad addressed the concerns of the viewers with enthusiasm and promoted mental health and emotional wellness throughout the session. He answered queries relating to Covid-19 and mental well being in general which made the session quite interactive. It was attended by 120 participants.
- On 22/5/2020, a live session on **mental rejuvenation** was organised Keeping in view, the multiplying cases of depression and anxiety among the youth, NSS SGGSCC collaborated with Mrs. Aditi Chaudhary, a motivational speaker and mother of Aisha from the movie, 'The Sky is Pink', for an interactive session on 'Mental Rejuvenation' on IG live on 22nd May at 9 PM. It was attended by 150 participants.
- Understanding the fact that increased competition has led to many psychological and behavioural issues that need to be necessarily addressed, the Centre organised an interactive session in collaboration with IQAC titled **Effective Stress Management in Modern Times on** January 15, 2020. Dr. Ishita Bhardwaj, Department of Psychology, University of Delhi conducted the session and discussed ways and means to overcome stress, anxiety etc.
- Every year NCC Organises Yoga Camp in College premises.
- NSS-SGGSCC initiated the Year's activities with the celebration of International Yoga Day on 21st June in collaboration with ICAI, wherein energising meditation and yoga sessions were conducted which saw an active participation of the college staff and students.
- A Stress Management Workshop was organised which incapsulated the essence and every aspect of stress management how to deal with it on 15/1/2020 with a participation of 50 students.

For promotion of values of Compassion and Selfless Service to the society

- Donation Drives:
  - A collection drive, where we collected stationary and clothes, which were later donated in orphanages and shelter homes was conducted on 11/2/2020-12/2/2020 with 55 participant members.
  - A Donation Camp was organised by Rotract Club in the college premises on 2/12/2019 with 20 members.
  - A Mega Blood Donation At Metro Walk, Rohini with 75 members.
- A visit to interact and spend quality time with the children of orphanage on 13/2/2020 to Bal Sahyog, Cannaught Place with 20 students.
- The First Aid Committee organised another drawing competition, focusing on art as a medium to enhance awareness about responsibility towards society in general. Students used art to express their respective thoughts on how to give back to society and to make the world more compassionate.

For promotion of values of respecting our teachers

- The annual Gratitude Day Celebration took place on 5th September. The team took this opportunity to acknowledge the contributions that the ever-inspiring teachers make to our lives. The theme of the event was to appreciate the uniqueness of our beloved teachers and conferring them with suitable awards.

For promotion of ethical conduct towards persons with special needs

- Jaagriti, The Enabling Unit - A help desk was set up by the society for facilitating specially-abled students, seeking admission to the college.
- Annual fest, SAHARSH'20, an inter-college fest for disabled students was organized on 3 March, 2020. The event was inaugurated by Mr. J.L. Kaul, Secretary General, All India Confederation of the Blind, a recipient of prestigious Padma Shri and other National Awards.

For promotion of ethical conduct towards society

- NCC also organises Swatch Bharat Abhiyan Once in 15 days.
- The NSS team on 14th August conducted a series of events as part of the observance of 'Swachchta Pakhwada'. Each and every member of the team undertook an oath to serve the society with utmost compassion, abiding by the motto of NSS – 'Not me but you'.

7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)

- NSS-SGGSCC in association with ASBEMS, took a pledge against the use of Single Use Plastics.
- A cleanliness march on the road outside the college as a part of an year-long project in collaboration with ASBEMS.
- Planting of vertical garden near the college main entry gate reusing waste plastic
- Tree Plantation Drives
- Book a Plant Project by Enactus
- Rain Harvesting Project
- Waste Disposal and Compost Plant
- Solar roof top panel
- Solar Plant in Girls Hostel
- Solar Water Heater
- LED lights

7.2 Best Practices

Describe at least two institutional best practices

Upload details of two best practices successfully implemented by the

institution as per NAAC format in your institution website, provide the link

BEST PRACTICE #1

Republic

A new society, "Republic" comprising of the Political Science students wing, the Women Development wing and the Foreign students wing was formed.

VISION:

Republic aims to educate its students to develop critical thinking towards perennial issues and contemporary challenges emerging due to new developments in socio political domain. It is a platform for capacity building among students, for polishing their personality and for broadening their vision and approach to various social, political, cultural issues that are intrinsically important for their holistic development .

OBJECTIVES:

Though each wing is undertaking specific activities yet working for broader objective of inclusiveness and parity. The core objective of Republic is :

- to sensitise the students about the various socio- political issues;
- to address the issue of gender inequality, gender stereotypes and to disseminate the rich culture and traditions of the foreign land through its respective wings.

WORKING:

The society provides a forum for students to undertake various activities like quiz, debates, extempore, screening of documentaries, talk shows, awareness drives, sensitisation workshops, etc that align with the core objective of the society.

OUTCOMES:

The platform is among the Best Practice initiative taken by the college to prepare students for a healthy civic engagement, be a responsible citizenry of the society and of the country. The republic organised helpdesks twice for students to help them register for VOTER ID cards. About 100 students registered for the same.

BEST PRACTICE # 2

Empathisers- the Environment Crusaders

Say No to Single-Use Plastic Drive" was organised by the ASBEMS in association with NCC, NSS, Enactus, Students Union and college alumni association.

VISION:

To clean the streamlined prominent road of north Delhi comprising of the TV Tower, Sri Guru Gobind Singh College of Commerce, Dilli Haat, and Netaji Subhash Place metro station but also to adopt the road for a year, thereby making it a 'model road' for other localities to follow.

AIM:

The department also aims to beautify the road by increasing its green cover and working towards making it a plastic-free zone.

GOVERNMENT SUPPORT:

MCD North Delhi Deputy commissioner equally supported our vision and we were accompanied by MCD Special officers team too. The drive garnered immense support from government authorities namely the MCD North, Pitampura area councillor and youth sensation Mr. Daler Mehndi, to name a few.

DRIVES:

- The cleanliness & awareness drive kickstarted with the support of nearly 1200 people comprising of the students, faculty members, college and MCD staff, and the plastic waste collected every month saw a significant reduction (60% over a month) when weighed.
- Post drive, the college pledged to shun single-use plastic on the campus by announcing several measures like encouraging students to use water refilling stations rather than buy packaged drinking water amongst others.
- The way college students participated by coming on the ground, handpicking the trash, and taking a pledge towards a plastic-free campus and environment, was revolutionary.
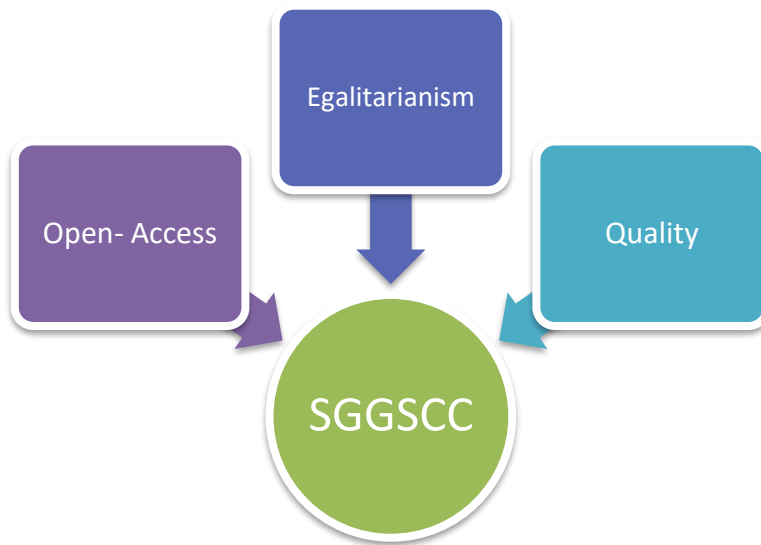
7.3 Institutional Distinctiveness

Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust.

Provide the weblink of the institution in not more than 500 words

'*Our vision is to provide humanistic, holistic and liberal learning environment. Our objective is to stimulate and embolden the intellectual, emotional and social potential of our students.*'

The concept of holistic development is ensconced in the vision of SGGSCC, fostering an enabling environment that provides excellent scholastic training, integrated with the values of equality, diversity and social responsibility. The aim is to offer high quality education that meets the aspirations of the students, paving the way for academic and professional development. The focus of our institution extends towards providing comprehensive growth by offering myriad avenues to the students to evolve as mature and responsible citizens of our country.

A Multi-Pronged Approach to Humanistic, Holistic and Liberal Learning Environment

Open Access – Egalitarianism – Quality

SGGSCC upholds a multi-pronged approach in grooming the youth of our country.

Through an open- access policy to ensure quality education to all who want to be associated with the college have a fair chance to do so, SGGSCC has left no stone unturned and is continuously moving ahead with determination.

OPEN ACCESS

i.Academic Training
The college follows the rigorous curriculum of University of Delhi, with well-structured courses and highly qualified teaching faculty.

ii.Add-on Skills
The university curriculum is enhanced by several **add-on courses** and **workshops**, keeping in mind the ever-evolving boundaries of knowledge. These **short-term courses**, , **part-time courses** in **foreign languages, namely, French, German and Japanese.** The exposure to foreign languages widens the realm of **cross-cultural awareness** and can create new opportunities in the globalized world.

iii.Training in Soft-Skills

With a view to nurture the **soft skills** of the students, a **multi-dimensional approach** is adopted beyond the classroom teaching. The college provides training from time to time.

QUALITY

i.Internal Assessment

Feedback through assessment is an essential part of the teaching and learning experience at SGGSCC. Internal Mid- Semester Examinations along with Assignments, Group Discussions, Presentations are done to assess the students on various aspects of learning transparently done through SmartProf.

ii.Self- Assessment through Feedback Forms

In a continuous endeavor to improvise and stay relevant to the stakeholders, SGGSCC take regular unbiased feedback from Alumni, Parents, Faculty, and Employers pertaining to Academics, Co- curricular aspects and Infrastructure.

THRUST AREA : EGALITARIANISM

The thrust of our vision is manifested in our proactive efforts to offer the core academic skills, aided with a full spectrum soft skills. Our objective is to provide our students with a platform to propel their career forward and to empower them as leaders who will shape the future of the world.

In keeping with the egalitarian ethos of our institution, we strive towards EQUALITY and INCLUSION

EQUALITY

i. **Admission is offered on merit** to students from **all** backgrounds, irrespective of **gender, caste or religion**. The college endeavors to inculcate tolerance and acceptance of **diverse cultures**. Students are admitted from various backgrounds, based on merit, not religion or nationality. Each year, we admit students from **various states of India and other countries like Nepal, Afghanistan and Tibet.** Several events were organized last year by the **Foreign Students' Society** to acquaint the college students with the cultures and customs of diverse communities.

ii. Add-on courses, workshops and foreign language courses are **open to all** students.

iii. To ensure that they do not feel disadvantaged, institutional support is provided to students from economically weak background in the form of **Students' Aid.**

iv. **The Book Bank** of the college library also lends prescribed books to the students who cannot afford to buy them.

v. **Gender Sensitisation : Women Development Cell**
Gender parity is promoted by this cell, which works tirelessly to raise awareness about the relevance of **education, skill training, legal rights, safety and health of women**. Keeping in mind the significance of

these issues, workshops and lectures were organized in 2019-20, wherein experts in different areas apprised and trained the students to become the agents of change to help the marginalized female population of our country.

INCLUSION
i. College societies like **Rotaract, Enactus, NSS and Jaagriti, the Enabling Unit** endeavor to inculcate values like **equality, tolerance and empathy**. Following activities have been performed in these areas by:

Rotaract :

In the past year, the Rotaract Club of the college expanded its reach by offering training in computers to adults and children, encouraging digital literacy in **underprivileged areas**.

Empowering the **weaker sections** of the society, the **Rotarians** conducted **adult literacy programs** and provided vocational training to **women** in the slum areas of Delhi. Engaging visits to orphanages, old age homes and refugee camps helped in developing the virtue of social conscience.

Enactus:

Exemplary initiatives are undertaken by the **Enactus team** of the college to uplift the marginalized slum and rural areas of our country. Projects like **toilet construction, sanitary facilities, waste disposal and potable water** are **successfully undertaken** by utilizing the local potential to generate employment and provide entrepreneurial opportunities. In 2019-20, the torchbearers of social upliftment continued their efforts with projects like **Tabeer, Kashti and Dariya**. Such social drives sensitize the students to the value of **inclusivity.**

Jaagriti, the Enabling Unit

This unit comprises the **specially-abled** as well as other students of the college. The collaborative efforts of all students promote the feeling of **oneness and equality**. The college provides **infrastructural support** for the differently abled in the form of **ramps, lifts, braille software and scribes**. In 2019-20 the members conducted various events and lectures, encouraging confidence and self-reliance among the specially-abled students.

The Gurudwara Sahib

Although our college is a Sikh institution, yet all religions are respected equally as the *motto of the college - Behold All Human Race As One - propounds the principle of egalitarianism*. The **Gurudwara** is the spiritual hub of the college campus; and the holy book, **Sri Guru Granth Sahib**, the emblem of our faith, encapsulates the **moral and spiritual teachings** of the **Gurus as well as saints of different religions**. Students from **all** backgrounds and religions pay **homage and imbibe** the teachings of the Sikh Gurus.

Prof. Jaswant Singh Phull Centre for Religious Studies (An Interfaith Study Centre)

The college library houses a **unique research centre**, Prof. Jaswant Singh Phull Centre for Religious Studies (An Interfaith Study Centre), which offers a **wealth of knowledge** pertaining to the Sikh religion, culture and history as well as a vast collection of books on **interfaith studies**. A number of rare and well researched books are added each year to the **rich repository of the centre**.

Ecosperity – The Environmental Society

Students of the college are the crusaders of **protection and conservation of the environment**. Ecosperity – the environmental society of the college, in collaboration with the NSS team, facilitates the students to engage and spread awareness regarding **environmental and ecological issues**. Strategic actions are taken each year to **minimize the use of plastic**, **encourage water conservation**, **undertake cleanliness drives** and **increase the green cover area** in the college. Series of lectures and events were held last year to take up the baton to save the environment.

8. **Future Plans of action for next academic year (500 words)**

The future plan of action is to ensure timely and relevant online lecture delivery during the next year due to pandemic of Covid 19. The faculty shall seek to enrich the teaching learning process through projects work, presentations, quiz, short practical questions, class assignments, presentations and case studies, if relevant. The student activities shall be taken up online through enriching content through webinars. The industry-academia can be encouraged through collaborative arrangements. The add-on short term courses are offered online for training them. The college plans to offer more foreign language courses as per students' demand. The online placement events are planned too by Training and Placement cell.

The faculty shall be encouraged to engage in research activities and publish quality research in established/ UGC listed journals. The young faculty members are encouraged to enrol for Ph.D. programmes in recognized Universities. The IQAC plans to hold more hands-on training programs for non-teaching staff for stock taking. The online webinars for YOGA and meditation to be held during the session. The college is planning to collaborate with, 'the art of living' institution for the same. More webinars relevant for students are in the pipeline.

The renovation of staff room is under way, the college plans to create cubicles for faculty with Internet facility to encourage quality research and teaching. The classrooms are to be air conditioned. The college is planning to tie up with TPDDL for solar electricity to reduce dependence on conventional electricity and rely more on alternative sources of energy to conserve nature.

The college plans to take up direct recruitment of faculty across several departments as per Delhi University directives. The screening of forms for promotions of faculty members will also be pursued during the year. The filling up of administrative posts are planned to be pursued too. The college plans to participate in NIRF ranking process this year also and try to improve its ranking by implementing many quality improvement initiatives. The participation of all stakeholders in making this a better institution is solicited though feedback mechanisms in place. The ALUMNI engagement will be enhanced though collaborative efforts as ALMASHINE software has been purchased by the college for more registration of ex-students. The college is also preparing to initiate process to implement National Educational Policy in academic year 2021-22.

The college shall prepare for 2nd cycle of NAAC grading. The five year SSR report is to be prepared and all the relevant documents to be kept ready for inspection. A regular review is to be taken up by management and IQAC to improve the quality of teaching learning process in the college along with the examination and Internal Assessment process. The student admission process (online) should be undertaken as per University guidelines and schedule. An online orientation programme for freshers shall be taken up in the month of October, 2020.

Name _____   *Name*
_____

                    _____
_____

Signature of the Coordinator, IQAC   *Signature of the*
Chairperson, IQAC

_____***_____

Abbreviations:

CAS	-	Career Advancement Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution

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For Communication with NAAC

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