



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		G.K.S.M. GOVERNMENT COLLEGE, TANDA-URMUR
Name of the head of the Institution		Mrs. Rajinder kaur
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		01886222024
Mobile no.		8427998731
Registered Email		gctandaurmur@gmail.com
Alternate Email		waliashaifali@gmail.com
Address		GKSM GOVT COLLEGE TANDA URMAR
City/Town		Tanda urmar
State/UT		Punjab
Pincode		144204

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Mrs. Tajinder Kaur
Phone no/Alternate Phone no.	01886222024
Mobile no.	9876277627
Registered Email	gctandaurmur@gmail.com
Alternate Email	waliashaifali@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://gctanda.ac.in/downloads/NAAC/aqar/AQAR-Finally-Submitted-Report-2018-2019.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://gctanda.ac.in/downloads/NAAC/calendars/Academic-Calander-2019-20.pdf

5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B+	76.15	2006	02-Feb-2006	30-Jan-2011
2	B	2.40	2015	01-May-2015	30-Apr-2020

6. Date of Establishment of IQAC	15-Sep-2005
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by	Date & Duration	Number of participants/ beneficiaries

IQAC		
To launch an online admission portal	27-May-2019 365	1400
To make an arrangement to collect fee through online mode	17-Jun-2019 365	1167

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[View Uploaded File](#)

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
nil	0	nil	2020 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View Link](#)

10. Number of IQAC meetings held during the year :

1

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

No

Upload the minutes of meeting and action taken report

No Files Uploaded !!!

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

No

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

IQAC Achievements # The online admission portal has been launched for all graduate and post graduate courses from this academic session # An arrangement has been made to collect all the fee from students admitted through admission portal #Poster making competition based on topic Precautions during Covid through online mode # During Covid period all the classes were arranged in online mode.

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achievements/Outcomes
Financial Aid to the Students	The financial aid and free books have been given to the needy, meritorious students. Post matric scholarship is provided to the SC, BC and OBC students. Information regarding the scholarship scheme promoted by the government is provided to students, so that maximum students can make use of the scheme. Refreshment is given to the sports and youth festival participants and NCC candidates.
To encourage the students to participate in the College, University, State and National level cultural and sports events	The college has organized different competitions to find out the hidden potential among the students in field of music, fine arts and literary items etc. The students of the college have also participated in Zonal, Inter Zonal Youth Festival and Inter college cultural competitions. Sports trials for the different games like Taekwondo, Wushu, Kickboxing, Karate, Shooting, Weight Lifting and Athletics were conducted to select students to participate in Inter College, Inter University, State and National level Competitions.
Buddy Programme	A number of activities were chalked out and executed under the Buddy Programme, a state initiative .
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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2021
Date of Submission	04-Feb-2021
17. Does the Institution have Management Information System ?	No

Part B

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 college is affiliated to Panjab University, Chandigarh and follows the university syllabi designed by respective board of studies constituted by the University. As a significant change, university has brought semester system in all streams of undergraduate and post graduate courses. As an affiliated college, we have implemented this change. The subjective aspects in the various departments are delivered through a planned mechanism with the aid of various tools and processes. A class routine is prepared before the beginning of every academic session by the Timetable Committee, which is entrusted with the task of allocation of appropriate classrooms for various subjects. Departmental meetings are convened by the Heads of Departments at regular intervals for making assessments of syllabus completion status by the individual faculty members, as well as for planning for other academic activities like holding of student seminars, field work, class tests, allotment of assignments, etc.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NIL	NIL	Nil	Nil	NIL	NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NIL	Nil
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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	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	NIL	Nil

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

	Certificate	Diploma Course
Number of Students	0	0

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
NIL	Nil	0
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1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
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BSc(Agriculture)	Field Project	138
BA	Field Project	8
PGDCA	Project Work	15
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained
<p>Feedback form/formats are designed for the stakeholders. This includes faculty feedback, student feedback, etc. Feedback from the students for their respective course is taken during the semester on various teaching/learning aspects and it is analysed by the HODs. Corrective measures if any, are formulated and the faculty members are apprised of them. Feedback from the parents is taken by interacting with them during Parent Teacher Meet. Feedback is the key tool which enables the institute to engage in quality of education. The institution concentrates mainly on the following key aspects of effective institutional administration. 1. Preventive measures against negative feedback. 2. Upcoming schedules, issues to be addressed at institutional/administrative level. 3. Planning of various activities and guidelines for department faculty and students.</p>

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Humanities	1200	750	620
BCom	commerce	210	190	188
BCA	computers	40	14	13
BSc(Agriculture)	Agriculture	160	150	138
BSc	science	300	150	146
MA	Political Science	120	52	47
PGDCA	Computers	40	15	15

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2.2 – Catering to Student Diversity

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

Year	Number of	Number of	Number of	Number of	Number of
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	students enrolled in the institution (UG)	students enrolled in the institution (PG)	fulltime teachers available in the institution teaching only UG courses	fulltime teachers available in the institution teaching only PG courses	teachers teaching both UG and PG courses
2019	1105	62	46	2	5

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 (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
46	46	5	2	2	6

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

As per the instructions from the Higher Education Department of Govt. of Punjab, Panjab University, Chandigarh and our worthy Principal Mrs. Rajinder Kaur, a focus has been made on student mentoring system. A close teacher student relationship has to be forged for the better growth of the students. Various informal methods of mentoring are followed. Mentoring at different levels i.e academic, extracurricular activities, and sports are based upon the competence and inherent ability of the candidate. Students are acquainted with the institution, its goals and mission, the facilities available and the rules and regulations of the affiliating university. The mentors thereby take charge of their mentees and gather the details of each individual including educational background, socio-economic status and aspired career goals from where starts the formal mentoring. For extracurricular activities, a talent hunt is organised at the beginning of the session to identify the students. As per the activity, different mentors are appointed to train the students and polish their skills. Even professional coaches are hired by the mentors as per the requirement who train the students in a professional way for various events and these students then represent the college in various Cultural fests and Youth Festivals. Sports coaches are there to mentor and train the students for various games as per their latent talent and the students under their training are able to compete for championships at state, national and international level.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1167	46	1:25

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
49	46	3	0	5

2.4.2 – Honours and recognition 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 level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Nil	Nil	Nil

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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
BA	Humanities	6/2019	30/09/2020	01/01/2021
BCom	Commerce	6/2019	30/09/2020	01/01/2021
BSc	Science	6/2019	30/09/2020	01/01/2021
BSc(Agriculture)	Science	6/2019	30/09/2020	01/01/2021
MA	Political Science	6/2019	30/09/2020	01/01/2021

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The college follows the evaluation process laid down by the Panjab university. It is a transparent process. The institution follows the continuous evaluation system to achieve the learning outcomes of each course throughout the academic year. Evaluation in the form of class tests, internal examination, internal assessment, assignments, group discussions, seminars and presentations by students is conducted. The main aim of teaching and evaluation of courses is to improve students' learning outcomes. The students are continuously evaluated throughout the year on the basis of their class performance in the tests, house examinations, attendance, behavior pattern, participation in extra curricular activities etc. At the very beginning of each year they are informed about the continuous comprehensive evaluation process designed by the university. The evaluation scheme is made available to the students and explained along with their curriculum. Records of all these are maintained by the respective faculty. In every semester, house examination or class tests are conducted and the students' papers are evaluated. If need arises the parents are also called to the college and their ward's performance is discussed with them. The date sheet of the semester examination is decided by the university and conducted by the college. The registrar office staff maintains all university marks scored by students of all the academic sessions.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The college without fail follows the Academic Calendar of the parent university every year for the smooth conduct of teaching learning and examinations. Every teacher is assigned his / her workload strictly as per the parent university and state government norms. Freedom of teaching methodology is given to the teachers but they have to keep the exam pattern in mind. Students, teachers and the members of the support staff are informed about the upcoming holidays well in advance. As the semester pattern is being followed Academic Calendar has been playing a vital role. As the Students are well versed with their syllabus, they come to the classes with a pre knowledge of topic. Besides this, students are also informed of various co - curricular activities of the college. To ensure a smooth execution of different academic activities of the institute, the academic calendar holds a great significance. The institution strictly follows the academic calendar of its parent university. Keeping in view the interest of students as well as academic requirements, the college plans and prepares different activities in the beginning of the each session. Examinations are conducted at the end of each semester by the University.

University notices and circulars related to the examinations from time to time are put on student notice boards, departmental notice boards and also verbally communicated by the faculty members to the students. As per the instructions mentioned in the syllabi internal assessment of students is prepared based on mid semester exams, attendance, assignments or projects .

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)

<http://gctanda.ac.in/downloads/NAAC/other/Academic-Results/Academic-Result-Session-2019-20-2.6.1.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
0	BA	Humanities	137	133	97
0	BSc	Science	31	31	100
0	BCom	Commerce	59	59	100
0	BSc(Agriculture)	Science	28	28	100
0	BCA	Computers	13	12	92.3
0	MA	Political Science	21	20	95.2
0	PGDCA	Computers	15	15	100

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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)

http://gctanda.ac.in/downloads/NAAC/sssr/2019-2020/Student-Feedback-2019-2020_2.7.1.pdf

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 year
Nil	0	Nil	0	0

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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
NIL	NIL	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	Nil	Nil	Nil	Nil
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nil	Nil	Nil	Nil	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
BOTANY	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
Nil	nil	Nil	Nil
No file uploaded.			

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

Department	Number of Publication
Commerce	1
English	2
Punjabi	4
Music	3
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	Nil	0	NIL	0
No file uploaded.						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
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NIL	NIL	NIL	Nil	0	0	NIL
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Presented papers	12	8	0	0
Attended/Seminars/Workshops	7	13	3	5
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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 participated in such activities	Number of students participated in such activities
Poster making competition under SVEEP programme	Department of fine arts, Red Ribbon club	2	11
Cycle rally	Fit India Movement	5	30
Seminar on tribute to Jalian wala bagh Martyrs	Department of Political Science, NSS	8	50
Slogan writing and poster making	Swachh Bharat Abhiyan	5	25
Essay writing competition on Republic Day	Department of Punjabi	3	40
View File			

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	Number of students Benefited
NIL	NIL	NIL	0
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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 participated in such activities	Number of students participated in such activities
Road Safety Week	NCC, NSS, department of fine arts	Poster making Competition	3	8
Fighting the war against drugs	Buddy programme	Lecture	10	50

Pariksha ki tyari kaise karen	Sattelite display in hall	Mann ki Baat	20	150
Nasha mukti	Buddy programme	Playing games	4	30
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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
NIL	0	0	0
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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	Duration To	Participant
NA	NIL	0	Nil	Nil	0
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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/Activities	Number of students/teachers participated under MoUs
NIL	Nil	NIL	0
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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
0	0

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Nil	Existing
No file uploaded.	

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 patially)	Version	Year of automation
NIL	Nil	Nil	2022

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
	Nil	46100	0	400	0	46500
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4.2.3 – 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
NIL	NIL	NIL	Nil
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	40	2	5	40	0	0	1	2	0
Added	0	0	0	0	0	0	0	0	0
Total	40	2	5	40	0	0	1	2	0

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

10 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
You tube videos by the department of Commerce	http://www.youtube.com/@commercestudies-bydrshashi3929
You tube videos by the department of English	https://www.youtube.com/@soniachahalenglishteacher
You tube videos by the department of Political Science	http://www.youtube.com/@politicalsciencelecturesda5513
You tube videos by the department of English	http://www.youtube.com/@deepakapurvirtualclass

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

Nil	Nil	108932	108932
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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)

1. For the Safety and Security of the Students Fire Extinguishers were installed in Campus Building. 2. For the Beautification of the Campus Some Tool and Appliances were purchased. 3. To Provide the More Facilities to students some references and Fans was purchased for Library. 4. For the Agriculture Dept. a Poly House Was Constructed. 5. A printer was purchased for office use.

[http://gctanda.ac.in/downloads/NAAC/other/Infrastructure-Expenditure\(augmentationNonaugmentation/2019-2020/augmantation-expenditure-2019-20_4.1.1_.pdf](http://gctanda.ac.in/downloads/NAAC/other/Infrastructure-Expenditure(augmentationNonaugmentation/2019-2020/augmantation-expenditure-2019-20_4.1.1_.pdf)

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	NIL	0	0
Financial Support from Other Sources			
a) National	Post Matric scholarship scheme for SC and BC	461	6780460
b) International	NIL	0	0
View File			

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
Swachh Bharat Abhiyan (Theme- Save Earth Save Water)	01/10/2019	16	Fine arts Department
Poster Making (Theme- Tandrust Punjab)	16/09/2019	17	Fine arts Department
Visit to Kisan Mela, PAU Ludhiana	21/09/2019	53	Department of Agriculture/ PAU
Youth Festival	02/10/2019	76	Youth welfare department
Presentation (Communication Skills/ ICT TOOLS)	25/10/2019	52	Department of Agriculture
Science Quiz (on the occasion of 550th Guru Purab)	09/11/2019	62	Science Department
Cycle Rally (Fit India)	18/01/2020	46	All Departments

Fit India Movement (Seminar)	29/09/2019	52	DPI colleges
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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 for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
No Data Entered/Not Applicable !!!					
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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	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

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
NIL	0	0	Nil	0	0
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	27	BA	Humanities	Govt colleges/Universities	MA, B.Ed
2019	13	B.Com	Commerce	Govt colleges/Universities	M.Com, MBA
2019	6	B.Sc	Science	Govt colleges/Universities	M.Sc
2019	4	B.Sc Agriculture	Science	Govt colleges/Universities	M.Sc
View File					

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	Number of students selected/ qualifying
NET	2
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Youth Festival	Institutional Level	76
Moral education test	Institutional Level	1
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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/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Silver	Nill	1	Nill	813	Sudha
2019	Bronze	Nill	1	Nill	813	Sudha
2019	Silver	Nill	1	Nill	4256	Sahil Gill
2019	Particip ation	Nill	1	Nill	813	Sudha
2020	Gold	Nill	1	Nill	2624	Jaspreet Singh, Harjot Singh, Manjit Singh
2020	Silver	Nill	1	Nill	17317000130, 17317000269, 17317000412	Amandeep Singh, Sachin Bhalla, Manjinder Singh

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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)

Cultural activities provide exposure to the innate talents of students who can actively participate, conduct cultural programmes through proper management. In order to achieve this mission several rallies and programs were organized under the guidance of various committees. NCC units of our college conducted various activities such as seminars on topics of Voter Awareness, Fit India, Anti Drug, Anti plastic and Environmental Safety. Our college provides excellent sports culture for the students for their all-round development. Keeping in view the most prominent issue of 2019-2020 that is Covid-19 an awareness seminar was held. Students were explained all the guidelines regarding Covid-19. At the same time students were graphically illustrated the importance of digital network and service platforms required to maintain the connectivity of the world.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The alumni association of college organizes Alumni Meet from time to time. For the session 2019-20, the virtual meeting was held in April 2020. This meeting was held online on the Google Meet Platform. Nearly 25 old students enrolled for the meeting. They were provided platform to share their experiences and emotions attached to their Alma mater. Many Alumni of the college are doing jobs in various fields. where as a few of them are working in the same institute. They also shared how the habit of hard work and discipline imbibed while in college, is helping them at their work places.

5.4.2 – No. of enrolled Alumni:

20

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

nil

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)

Our College strives for excellence in the fields with decentralization and participative management. The college has a college council. This body holds meetings from time to time. All the governing decisions of the college are taken by the college council under the leadership of the head of the institution. This committee monitors the administrative and development activities related to physical infrastructure, human resource management and teaching learning process. For the smooth functioning of college various committees are formed. The coordinators of these committees are assigned responsibilities of free and fair conduct of academic, co-curricular and extracurricular activities for the all-round development of students with the guidance and approval of the college council and principal of college. The principal holds committee meetings to ensure that each faculty member is properly involved in all the activities of the institution. In the beginning of the session the principal organizes the meetings to review the activities of the previous session. By Taking into view the experience from previous session, activities of the current session were framed. Vice Principal of the institution works as officiating Principal in the absence of the Principal to deal with the various matters of the college.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

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):

Strategy Type	Details
Admission of Students	A) The process of admission is done purely on the basis of merit. B) The government provided Reservation policy and rules are strictly followed. C)

	After preparing the waiting Lists ,the merit lists are displayed on notice board.
Examination and Evaluation	A) Monthly and surprise Class Tests are conducted by the teachers at class level. B) Internal assessment is prepared on the basis of Class Test Performance, class attendance and the project work assigned to the student.
Curriculum Development	Curriculum is developed and designed by the University and it is implemented at the institutional level
Teaching and Learning	A) Syllabus for the session is unitised B) Class tests are mandatory. C) Class discussions, seminars and surprise class tests work as teaching learning aids.

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

E-governance area	Details
Planning and Development	A) Monthly and surprise Class Tests are conducted by the teachers at class level. B) Performance appraisal is made on the basis of score in Class Tests. C) Internal assessment is allotted on the basis of Class Test Performance, class attendance and the project work assigned to the students.
Student Admission and Support	A) The process of admission is done purely on the basis of merit. B) The government provided Reservation policy and rules are strictly followed. C) After preparing the waiting Lists ,the merit lists are displayed on notice board. D) Post matric scholarships for SC/ST and OBC students are disbursed as per Central/ State Govt. Welfare Deptt. E) Scholarships for Minority Community Students are also available for needy students.
Examination	<ul style="list-style-type: none"> • The examination forms of the students are filled online on the website of Panjab University, Chandigarh. • Roll No. is issued by the university and the college issues Roll No. slips to the students after downloading the same. • Online submission of examination fee to the university. • Online receipt of Date Sheet for theory and Practical examination. • University has a software for online submission of award list of practical examination, viva voce conducted in the college. • Absentee list of University examination

	is submitted to university online. The college conducts Mid-semester Examination and marks are uploaded on the centralised portal of the Department of Higher Education, Chandigarh.
Administration	All the plans and policies regarding governance are to be imparted by the Punjab Higher Education Deptt. Fully Computerised College office. Monitoring of College campus from Principal Office through CCTVs. Wide use of e-mail. WhatsApp messages to provide quick information to staff. • CCTV cameras in the college campus. • Emphasis on paperless work.

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
2019	NIL	NIL	NIL	0
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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	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	NIL	NIL	Nil	Nil	Nil	Nil
No file uploaded.						

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	From Date	To date	Duration
Completed FDP Basics of Covid- 19	1	19/05/2020	19/05/2020	1
Faculty Development Programme The Challenges of Education System during Pandemic Days	1	06/06/2020	08/06/2020	3

through online mode				
international E- Learning workshop organised by department of English and cultural studies, Panjab University, Chandigarh	1	15/05/2020	21/05/2020	7
Online Workshop on Book Article Publishing and Springerlink Platform Demonstration	1	29/04/2020	29/04/2020	1

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
9	37	21	6

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p>Various faculty welfare schemes are introduced for employees of the institution viz GPF, CPF, GIS(Medical Leave) etc.The teaching faculty is taking advantage of these initiatives. There is a provision of taking loans for teaching staffs under different Govt. schemes. Medical bills reimbursed for all the regular employees many allowances like, handicapped allowance, mobiles allowance, house rent allowance, medical allowance etc. are given under various governments schemes to the employees of all classes which are fixed by the state governments time to time. The institution provides jobs to the dependent on death of any employee of</p>	<p>The institution provides many facilities to the Non teaching staff of the college as well like GPF, CPF, GIS (medical leave). They can take loans like festival loans, Wheat loans etc. from the college against their salaries.</p>	<p>There are many welfare scheme for the students studying in the college. These are granted by the central Govt. and state govt.under different welfare schemes.The scholarships to the sc/st students are given under Dr. B.R. Ambedkar scheme. The scholarships for minority communities are given through National scholarship Portal. Students can also take free books from book bank available for needy students in the college.</p>

the institution under compassionate ground.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The Institution audits its accounts regularly. The internal audit for all the students funds is carried out by the auditors of finance departments of Punjab time to time. The college itself arranges the audit of accounts of PTA (Parents teacher Associations), HEIS (Higher Education Institution Society) and UGC, which is carried out by the authorized chartered accountants. Punjab Financial Rules are properly implemented in financial transactions of the College. Purchase of material costing more than Rs. 500/ is through quotations called from the open market. Internal financial audit is there in the form of checking of bills by College Bursar. The external audit of all government grants is carried out by the auditors of AG office Punjab. The last audit has been done in the year 2019 by the department.

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/ Grnats received in Rs.	Purpose
HEIS, PTA	4459378	For the salaries of the contractual teachers non teaching employees and for welfare of students
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6.4.3 – Total corpus fund generated

0

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	No	NIL	Yes	Yes, By the Principal
Administrative	Yes	Yes, Punjab Govt. Auditors	Yes	Yes, By CA

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

Parent Teacher Association (PTA) and HEIS held frequent meetings to monitor the income of the association for the current year and expenditure for the purchase of infrastructure and functions to be held in the college. Main expenditure incurred during the year is (a) for payment of salaries to guest faculty and other staff of the college (b) for the purchase of infrastructure for the development of the college. (d) Payments for expenditure occurring during academic, cultural and sports functions held in the college.

6.5.3 – Development programmes for support staff (at least three)

NIL

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

1 Salary hike has been considered and salary is revised every year. 2

Initiatives were taken for ISSN and UGC Publication. 3. The Target is to complete the construction of Building, class rooms , College Canteen and other Physical Infrastructure.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Declamation contest on "Anti Drug awareness"	03/08/2019	Nil	Nil	85
2019	Constitution Day celebration by Department of Political science	26/11/2019	Nil	Nil	60
2020	Science Quiz by Department of Science	28/02/2020	Nil	Nil	42

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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	Period To	Number of Participants	
			Female	Male
Womens Day	07/03/2020	07/03/2020	125	60
Celebration of "Beti Bachao or Beti Padhao" Day	24/01/2020	24/01/2020	100	0

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

An environmentally friendly institution is Government College Tanda. All who enter it are mesmerized by the campus rich greenery, which features a variety of trees, plants, and eye-soothing, verdant lawns. Slogans and motivational quotations about environmental preservation and ecological balance have been

posted across campus in an effort to raise students awareness of ecological issues. During their camps and on Vanmahotsava Day, the N.C.C. cadets of this institution play a significant part in maintaining existing plants and planting new saplings in and around campus. The campus is planted to encourage Go Green Environment.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	25/11/2021	1	Yoga Day	Physical and Mental Well-being	90
2019	1	1	19/11/2021	1	Science Quiz	mental and Social Well Being	200

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
College Prospectus	14/06/2019	A Code of conduct for students illustrated in the Prospectus
Panjab University Academic Calendar	30/03/2019	Released by Panjab University both offline and of lately online it enlists the academic calendar of the university alongside rules and regulations that the faculty and the students need to follow covering all the necessary aspects.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Celebrate World AIDS Day	02/12/2019	02/12/2019	120
Maat Bhasha Divas Celebration	22/02/2020	22/02/2020	170

FIT India Cycle Rally	18/01/2020	18/01/2020	50
Women Day Celebration	07/03/2020	07/03/2020	200
Seminar On Drugs Abuse	29/08/2019	29/08/2019	150

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

1. Plantations of trees every year to maintain the environment and contribute to restoring natural beauty and conditions. 2 Efficient lighting -- switching to LED bulbs/tubes to save energy. 3 Use of Dust proof chalks- In our college some classrooms and laboratories are fitted with white and green boards with dust free chalks and marker pens. 4.Dustbins on the premises- the use of dustbins maintains garbage free campus. 5.Emphasis on the use of bicycles and public transport to reduce carbon emission.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1 Community-focused initiatives like NCC and Red Ribbon Club aim to foster feelings of patriotism and empathy for the less fortunate. The NCC unit hosts camps where volunteers may learn not just practical life skills but also the value of hard work. NCC volunteers engage in plantation drives around and within the campus to gain first-hand knowledge of what it takes to work as a manual worker. They realise their leadership potential as well as how to collaborate effectively with one another. The NCC camps also attempt to develop the kids leadership potential while teaching them life lessons and preparing them for the grind that is life. Water stations are set up by NCC volunteers at all significant College events. 2 In the assembly an oath taking ceremony was performed where students were motivated and taught the importance of Right to Vote.3 Under Drug Awareness Programme the students of the college took an Oath to create Nasha Mukat Punjab. 4. Thought of the day is given to instill values among students and arouse the intellectual, moral and social consciousness of students.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

http://gctanda.ac.in/downloads/NAAC/other/Best-Practices/Best-Practices-session-2019-2020_7.2.1_.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

1The Vision of the College is to educate, enable and empower young girl students that form a significant section of the student community in the College. The College leaves no stone unturned to mainstream the marginalized and weaker sections of students to ensure justice and equity in society. The larger Mission is to lead the education not only towards financial independence, but also to motivate the students to the service of the community, in the quest for a better life for society and surroundings. 2 Environment Day was celebrated by the NCC Unit. 3. A lecture was delivered on the Topic Stress Management and Water quality and environment. 4 Rally on Nasha Mukti Abhiyan. 5. Tree plantation activity was also performed to make environment clean and make our life healthy. 6 The College frequently provides various opportunities for Economically Weaker Sections. College also provides

financial assistance to several students with partial and also full fee deferment.

Provide the weblink of the institution

http://gctanda.ac.in/downloads/NAAC/other/Best-Practices/Best-Practices-Session-2019-20_7.3.1_.pdf

8.Future Plans of Actions for Next Academic Year

The construction of new Computer labs and class rooms have been near to complete and the space problem for classes will be solved in coming days. Planning for White wash to the college building, repairing of old furniture, levelling of sports grounds, interlock tiling work on passages in the campus, automation of library books, Establishment of Vermi compost unit in College Campus: The main objective of Vermi composting project is to produce organic manure of exceptional quality for the organically starved soil. Planning to introduce Bottle Green Garden: The college having the idea of making use of discarded plastic bottles, old tyres, oil cans, paint boxes and other waste to grow plants. Leaf litter from the college and canteen waste will be used for vermi composting and organic manure will obtain and used for plants, Increasing the number of environment friendly initiatives by NCC ensuring participation of maximum students in such initiatives making more effective the online admission portal and college website etc. are the key areas where efforts will be put to make this college a glorious one,