



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		GIANI KARTAR SINGH MEMORIAL GOVERNMENT COLLEGE
Name of the head of the Institution		Smt.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 urmur
City/Town		Tanda Urmur
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. Tejinder 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-2017-18.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-2018-2019.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
---	--------------------

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		
IQAC asked the Career Guidance and Placement Cell to organize a seminar on career advancement.	11-Mar-2019 1	90
Poster making competition making the students aware regarding their right to vote	30-Oct-2018 1	25

L::asset('/', 'public/').'/public/index.php/admin/get_file?file_path='.encrypt('Postacc/Special_Status/'. \$instdata->upload_special_status))}}

[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	NIL	NIL	2019 0	0
No Files Uploaded !!!				

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

Yes

Upload the minutes of meeting and action taken report

[View Uploaded File](#)

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)

Improvement in the quality of education. Better opportunity for the students. Encouragement to NCC cadets. Maximum participation in co curricular activities. Encouraging teachers to enhance their pedagogical skills.

No Files Uploaded !!!

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	Achivements/Outcomes
Students Welfare Programs	The financial aid and free books have been given to the needy, meritorious and sports students. Maximum exposure has been provided to the SC, BC and OBC students regarding the scholarship scheme adopted by the government so that maximum students can benefit from the scheme. Refreshment is given to the sports and youth festival participants, NSS volunteers and NCC cadets.
To encourage the students to participate in the College, University, State and National level cultural and sports events	The college has organized Teej, Talent Hunt and different competitions to find out the hidden potential among the students in the fields 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. Students are also prepared for the traditional sport event of Punjab Gatka .
Various Awareness Programs	Department of Political Science has organized an extension lecture on Women Safety and Their Constitutional Rights under IQAC

[View Uploaded File](#)

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

2019

Date of Submission	22-Feb-2019
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 curriculum followed by college is designed and planned by Panjab University CHANDIGARH to which the college is affiliated. The institution provides a range of subject options to the students of different streams viz. Humanities, science and Commerce. Besides these, students are also offered various skill oriented courses like PGDCA and BCA. PG classes of MA Political Science are running in college. The university revises the syllabus from time to time to cater to the needs of the students. The college has developed a structured and effective system for implementation of the curriculum. The various means through which the institute executes its curriculum are: Academic calendar: The college religiously follows the academic calendar of the university to ensure timely delivery of curriculum to the students. Orientation programme is organized for the freshers on the first day of the beginning of the session where they are sensitized about their academic schedule and different extension activities. All other events to be conducted including monthly tests, internal examinations, seminars, sports etc. are accommodated within the framework which primarily aims at curriculum delivery. Every department prepares its own log book to ensure full coverage of the syllabus within a specific time frame. All departments follow the academic calendar for conduct of internal test and assignments. Post graduate students are specially trained in making the assignments, projects etc. MSTs are taken in the mid semester according to university instructions. The hard copies of award lists of the MSTs are submitted to examination registrar of the college. Subject wise result analysis is also done by the teachers and HOD's. Mentoring system: the college follows a mentoring system where by the progress of individual students can be monitored. All the teachers keep a track of the students academically. Students also share frequently their problems, ideas and views with the teacher. Special attention is given to slow learners.

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	0	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
No file uploaded.		

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
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc(Agriculture)	FIELD PROJECT	110
BA	FIELD PROJECT	9
View Uploaded File		

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 students. This includes student feedback and course exit survey. 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 faculties is also taken for their suggestions in syllabus revision. 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	Number of seats	Number of	Students Enrolled
-------------	-----------	-----------------	-----------	-------------------

Programme	Specialization	available	Application received	
BA	Humanities	1200	705	601
BCom	COMMERCE	210	192	188
BSc	SCI	300	150	136
BSc(Agriculture)	Agriculture	120	117	107
BCA	Computers	80	22	22
MA	Political Science	80	60	51

[View Uploaded File](#)

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 fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1105	51	48	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
2	2	10	2	2	0

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

No file uploaded.

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

The College always remains agile and active to motivate students and inculcate in them the values of life. A good rapport is built between the mentor and mentee. It is the mentor who comes as a guide and guardian to motivate the students to adopt the virtuous path where education becomes dominant. The mentors provide the needed counseling and guidance as and when needed . 1 Ours is a under graduate institution also offering MA in Political Science. 2. It is the primary duty of the mentor to guide the students and enhance their capabilities . 3 Detailed information regarding the progress of the students is maintained by the tutor of every class and even discussed with their parents . 4 The different members of faculty are asked to guide the students regarding the activities of the youth where the talented students are selected to participate in the various cultural activities. The members of faculty give their time and guidance to make the students participate in the zonal and inter zonal youth festival. In addition to the members of the staff, different professionals from different fields are invited to come and train the talented students for traditional song, skit, bhanga, folk song etc. 5 Sports day is organised to encourage the students to take part in activities that build confidence , higher self-esteem, leadership quality and for the promotion of personal growth and development. 6. Career Guidance Counseling Cell provides guidance and knowledge to the students who want to go for different courses or degrees in their near future. 7. NCC and Red Ribbon club are our two units which constantly teach the students the quality of service to mankind, discipline, sincerity, cleanliness and AIDS awareness . Our teacher incharges organize chart making, poster making,debate competitions and camps to inculcate the above written qualities among students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
--	-----------------------------	-----------------------

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	48	1	0	4

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
Nil	nil	Nil	nil
No file uploaded.			

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	06/2018	31/05/2019	Nil
BCom	COMMERCE	06/2018	31/05/2019	Nil
BSc	SCIENCE	06/2018	31/05/2019	Nil
BSc(Agriculture)	AGRICULTURE	06/2018	31/05/2019	Nil
BCA	COMPUTER	06/2018	31/05/2019	Nil
MA	POLITICAL SCIENCE	06/2018	31/05/2019	Nil
View Uploaded File				

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

The Institute Registrar Office framed guidelines for conducting the house examinations in line with calendar of the Affiliating University and the Institutions. As per the guidelines, the following reforms have been carried out effectively conducting internal exams. 1 Scheduling of Internal Examination, seating arrangements, hall invigilators listed for every examination. 2 Preparing the question paper for the internal examination on the prescribed pattern . 3 Scrutiny of the prepared question paper is carried out by HOD to ensure quality of the Question paper. 4 Monitoring the attendance of the students for the Examination. 5 Internal Assessment has to be carried out within the stipulated time. 6 After completion of the internal examination, the faculty evaluates the answer scripts and distribute the same to the students for doubt clarifications or re-correction. The faculty submits all the re-corrected scripts to the examination branch. The evaluation for practical aspects of the courses is carried out on the similar pattern followed for theory courses. For each laboratory sessions, the student is assessed through viva questions, observations. The evaluation for project course is assessed by conducting periodical project reviews covering key parameters like problem

formulations , understanding of the project, presentation skills, communication of ideas , technical knowledge , team work and project management. Performance of the students in Internal exams is used by teachers to identify slow and advanced learners in their respective subjects. Slow Learners are encouraged to improve their performance in future. Counseling Sessions are used to sort out the personal issues, academic and non-academic problems. There is complete transparency in the internal assessment. The criterion adopted is as per directions of the university. 7 At the beginning of the semester, faculty members inform the students about the various components of the assessment process during the semester. 8 The internal assessment test schedules are prepared as per the university and communicated to the students well in advance. 9 To ensure proper conduct of house tests, two invigilators are assigned to each hall. Evaluation is done by the course handling faculty members within three days from the date of examination. 10 The corrected answer scripts are verified at random by HOD to ensure the standard evaluation process.

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-2018-19-2.6.1.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	184	178	96.7
0	BCom	COMMERCE	54	54	100
0	BSc	SCIENCE	36	36	100

0	BCA	COMPUTERS	7	7	100
0	MA	POLITICAL SCIENCE	24	24	100
0	BSc(Agriculture)	AGRICULTURE	29	29	100
View Uploaded File					

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/2018-2019/Student-Feedback-2018-19_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
No file uploaded.				

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
No file uploaded.				

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
No file uploaded.					

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
SANSKRIT	1
PUNJABI	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	0	0	0
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
HINDI	3
ENGLISH	9
COMMERCE	2
PUNJABI	6
AGRICULTURE	4
MUSIC	1
View Uploaded File	

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	0	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
NIL	NIL	NIL	Nil	0	0	0
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Presented papers	9	4	0	0
Attended/Seminars/Workshops	2	0	2	0
View Uploaded File				

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
-------------------------	--	--	--

Computer Skills (Smart classrooms and language labs)	Department of Computer Science	3	28
Yoga	NCC	4	53
Blood donation camp	Red Cross, NCC, HDFC Bank	4	68
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
No file uploaded.			

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
SWATCHH BHARAT ABHIYAN	NCC	POSTER MAKING	2	48
SWATCHH BHARAT ABHIYAN	NCC NSS	MOVIE SCREENING ON GANDHI JAYANTI	3	65
ROAD SAFETY AWARENESS WEEK	POLICE DEPARTMENT	POSTER MAKING	2	35
SVEEP	NCC, RED RIBBON CLUB, MUNICIPAL COMMITTEE TANDA	VOTERS DAY OATH TAKING CEREMONY	10	70
SVEEP	NCC, RED RIBBON CLUB, MUNICIPAL COMMITTEE TANDA	POSTER MAKING	2	35
BUDDY PROGRAMME	NCC, FINE ARTS DEPARTMENT	POSTER MAKING EXHIBITION	2	25
View File				

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	NIL	NIL	0
No file uploaded.			

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/	Duration From	Duration To	Participant
-------------------	----------------------	-------------------------------------	---------------	-------------	-------------

		industry /research lab with contact details			
NIL	NIL	NIL	Nil	Nil	0
No file uploaded.					

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
No file uploaded.			

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
4620132	4589545

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Newly Added
View File	

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
NIL	Nil	NIL	2022

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Nil	44500	Nil	1600	Nil	46100	Nil
View File						

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
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth	Others
------	-----------------	--------------	----------	------------------	------------------	--------	-------------	---------------------	--------

								h (MBPS/ GBPS)	
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
nil	Nil

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
No Data Entered/Not Applicable !!!			

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)

<p>GKSM Govt College tanda to promote and Provide the best education to their enrolled students have purchase the following items from this Grant 1. Computer Lab- To make Computer Lab Smart Dell Desktop computers, laser printer installed and old UPS replaced with new one. 2. Physics lab- a Projector and screen was installed. 3. Class Rooms- In the College different class rooms make smart with white and Green Boards. In some classrooms old ceiling fans replaced with new fans . 4. Park- In the girls park sitting benches was installed. 5. Principal Room - To create discipline in the college campus a LCD was installed in the Principal Room which have attachment with CCTV. 6. Gym- To provide more facility to students two spin bike was installed in Physical Education Dept. 7. Admin Office- For the Security of documents Almirahs was purchased and one Inverter was installed in Admin Office. 8 Refrigerator was purchased for principal Office</p> <p style="text-align: center;">http://gctanda.ac.in/downloads/NAAC/other/Infrastructure-Expenditure(augmentationNonaugmentation/2018-2019/augmentation-expenditure-2018-2019_4.1.1_.pdf</p>
--

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	488	6832462

	For SC Students		
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 implemetation	Number of students enrolled	Agencies involved
Visit to Science City	24/02/2018	92	Faculty of Sciences
Tribute to Jalliwala Bagh Martyars	10/04/2019	43	Department of Political Science
Essay writing competition	12/11/2018	21	Department of Punjabi
Yoga	21/06/2019	53	Buddy Group
Blood Donation Camp	02/12/2018	68	NCC and Red cross society in collaboration with HDFC Bank
Model Making Competition	23/04/2019	24	Department of Physics
Teej Festival Celebration	11/05/2019	72	Department of Political Science
Gandhi Jayanti Celebration	02/10/2018	42	Department of Political Science
Green Diwali Celebration	06/10/2018	27	Department of Fine Arts
Youth Festival	30/10/2018	69	Youth Welfare Department
View File			

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
2018	.Career Counselling Lecture for army recruitment	Nill	44	0	0
View File					

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
No file uploaded.					

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
Nil	0	0	Nil	Nil	Nil
No file uploaded.					

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	3
View File	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Athletic games	Institutional	35
Youth Festival	Zone	69
View File		

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	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Gold	National	1	Nil	725	Sudha
2018	Gold	National	1	Nil	2601	Balkaran Singh
2018	Gold	National	1	Nil	2615	Pusap Singh
2018	Gold	International	1	Nil	725	Sudha
2018	Gold	National	1	Nil	725	Sudha
2018	Gold	National	1	Nil	725	Sudha
2019	bronze	National	1	Nil	725	Sudha
View File						

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

The representation of students on academic and administrative bodies/committees in a government college is of great significance. It ensures that students have a voice in decision-making processes that directly impact their academic journey and overall college experience. Students play an active role in academic bodies such as curriculum committees, where they provide valuable insights regarding the relevance and effectiveness of courses. Their perspectives and suggestions contribute to curriculum development, ensuring that academic programs align with the evolving needs of the student community. In addition, students are represented on committees related to student welfare, such as disciplinary committees, counseling services, and grievance redressal cells. This representation ensures that student concerns are addressed fairly and transparently, promoting a supportive and inclusive college environment. Moreover, students have representation on administrative bodies, including college committees, governing bodies, and planning boards. Their participation in these decision-making bodies brings fresh perspectives, ideas, and feedback to discussions about infrastructure development, resource allocation, and college policies. By actively shaping these decisions, students contribute to the future development and success of the college. Overall, the representation of students on academic and administrative bodies/committees empowers them to actively participate in shaping their college experience. It fosters a sense of ownership, inclusivity, and student-centric decision-making, leading to a vibrant and thriving college community.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

GKSM Government College, Tanda Urmur (Hsp.) has a registered Alumni Association. Our notable alumni actively get engaged with us time to time. The purpose of this association is to establish and maintain contact among old students, present students and the teaching staff of the institute. The alumni are serving in different professions including Government and Non- Government organizations. They always support our institution in various ways like guiding students with their extension lectures etc.

5.4.2 – No. of enrolled Alumni:

29

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

0

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 institution strives to rise for excellence in the fields with decentralization and participative management. The success of an institution is the result of the combined efforts of all who work towards attaining the vision of the institution. The college has a committee to provide leadership support for good governance. This committee has members from college council, college

staff, academic personal and civil society members. This body holds meeting from time to time. All the governing decisions of the institution are taken by discussion with guidelines of college council. This committee monitors the administrative and development activities related to physical infrastructure, human resource management and teaching learning process. The management committee reviews the activities of the institution by formal and informal visits, meetings, functions etc. For the smooth functioning of college the various committees are formed, the coordinators of these committees are assigned responsibilities of free and fair of conduct academic, co-curricular and extracurricular activities for all around development of students with the guidance and approval of the main committee 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 organized the meetings to review the activities of previous session. By taking the experience from previous session the activities of the current session are framed. Vice Principal acts as officiating Principal in the absence of the Principal to deal with the academic and administrative matters of the college.

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

No

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	The admission process is strictly in line with university guidelines and is formalised so as to ensure smoothness and transparency to the applicants. Highlights of same are: 1. Dedicated web page to ensure greater convenience and information dissemination to the applicants. 2. Admission by specially formed admission committee. 3. Strict observance of government rules for the reserve categories. 4. Specific time slots for formalising the admissions so as to ensure smooth conduct of admission into different courses. 5. Admission to all courses are strictly done according to merit.
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 functional. C) Teaching aids such as Projectors, Computers etc. are used for preparing PPT presentations by the students.
Examination and Evaluation	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 Tests Performance,

class attendance and the project work assigned to the student.

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

E-governance area	Details
Planning and Development	The college electronic database and information system works effectively for collection and dissemination of information. Also centralized student database is maintained at the office level.
Student Admission and Support	A) Admission process is done purely on merit basis. B) Reservation policy and rules are strictly followed. C) Waiting Lists are prepared and the merit lists are to be displayed on notice board before and after the admission. 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.
Administration	All the plans and policies regarding governance are to be imparted by the Punjab Higher Education Deptt.

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
Nil	nil	Nil	Nil	0
No file uploaded.				

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)
Nil	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	Number of teachers who attended	From Date	To date	Duration
---------------------------------------	---------------------------------	-----------	---------	----------

programme				
GLOBAL TRENDS IN EDUCATION AND RESEARCH	1	03/06/2019	09/06/2019	7
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
10	38	21	6

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Dispensary, G.I.S, G.P.F, Gratuity, Pension	Dispensary, G.I.S, G.P.F, Gratuity, Pension, Insurance	Scholarship for SC students, minority students and merit scholarship.

6.4 – Financial Management and Resource Mobilization

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

<p>The institution conducts internal financial audits of govt. funds through college bursar and office superintendent. Local audit is done by CAs for non govt funds such as PTA etc. The external audit is done by AG office of Punjab govt. from time to time.</p>
--

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
PTA, HEIS	5221493	Salaries, Repair and maintenance
View File		

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	Principal
Administrative	Yes	Punjab Govt Auditors	Yes	CA

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

<p>The institution has an active PTA (Parent Teacher Association) which involves students and their parents through regular PTA meets. The association is a valuable asset and is instrumental in suggesting the solutions for the institutional challenges. PTA is associated with the working and administration of the college lending financial assistance to the various activities held in our college. During session 2018-19, PTA has spent in details of which are</p>

mentioned below: 1. Financial Assistance - Salaries of Guest Faculty, fees for sports students, advertisements. 2. Infrastructure development - Repair and maintenance of campus buildings, purchase and repair of college furniture, internet rentals etc. 3. Socio-Cultural Activities - Youth festival, sports, convocation and prize distribution, inter college competitions

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

1 Seminar on Basic life support : On date 15/02/2019 a seminar on Basic Life Support was organized under the leadership of Principal Rajinder Kaur at the GKSM Govt College, Tanda Urmur Cardiologist, attended the seminar as the keynote speaker. Dr. Kewal Singh explained the method of CPR through projector and also demonstrated this method by practical. 2 One day workshop on how to assemble computer system : On 27-3-2019, a one-day workshop was organized by the Department of Computer science. Professor Mohit Sharma from DAV college Dasuya was the Main Resource Person in this Workshop. 3. Seminar on Human rights by legal Lietryacy cell: On 28/03/2019 the department of legal literacy cell of GKSM Govt College, tanda Urmur had organized a seminar on Human Right under the chairman ship of Principal Rajinder Kaur and the guidance of the head of the department (Political Science) Ranjana Gupta. On this occasion the main guest was Secretary district legal cell services authority . Principal Presided the seminar and gave information about constitutional rights and duties of individual.

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

1. Teachers may be encouraged to acquire higher qualification through research such as M.Phil and Ph.d. 2. Complete automation and digital library may be provided. 3. Collaborative linkages with industry and institutes of research may be undertaken.

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
2018	Extention lecture on Drug Abuse in Punjab	04/12/2018	04/12/2018	04/12/2018	64

[View File](#)

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
Seminar on Women Safety	02/08/2018	02/08/2018	200	100

Meditation Session	12/09/2018	12/09/2018	150	175
Seminar on stereotyping career	29/01/2019	29/01/2019	250	200

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
<p>1. As the main building of the college is more than 77 years old, its thick walls with high ceilings make the classrooms airy and well lit. Therefore, more energy consuming electrical gadgets like air conditioners are not required. 2. CFL and LED bulbs have been installed in place of incandescent bulbs. 3 The students and staff members ensure switching off all electrical Devices before leaving their classrooms or labs. 4.The huge campus and abundant flora and fauna play a crucial part in preserving the colleges environment.</p>

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	1

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
2018	1	1	11/05/2018	1	Poster Making on Environment Day	Environment	150
2018	1	1	05/11/2018	1	Green Diwali Celebration	Environment	200
2018	1	1	26/11/2018	1	Buddy Program	Drugs Abuse	300
2019	1	1	26/01/2019	1	Republic Day Celebration	Homage to Martyrs	350

[View File](#)

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

Title	Date of publication	Follow up(max 100 words)
Panjab University Academic Calendar	30/03/2018	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.
College Prospectus	01/06/2018	Every year the prospectus issued by the college contains in detail the code of conduct in terms of Do's and Don'ts that the student should be well aware of and must follow diligently.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
National Unity day	31/10/2018	31/10/2018	60
Birth anniversary of Mahatma Gandhi	02/10/2018	02/10/2018	95
International Tobacco day	31/05/2019	31/05/2019	65
Independence day celebration/ Teez function	15/08/2018	15/08/2018	100
View File			

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

PLANTATION DRIVE-(EACH ONE PLANT ONE DRIVE BY NCC WING OF THE COLLEGE) ON 23/08/2018
CONSERVATION OF WATER NATURALLY TO UPLIFT UNDERGROUND WATER TABLE. In order to irrigate the grounds and lawns and replenish the subsurface water level, all rainwater that falls on the colleges buildings is directed to them.
VAST FLORA AND FAUNA -The institution has a sizable green canopy for carbon neutrality, and it continually expands this canopy around the campus.
COMPOST MANURE MAKING- Compost manure prepared by our colleges agriculture department aids in increasing crop production throughout course work.
For the handling of biodegradable and nonbiodegradable garbage, separate (coloured) trash cans have been placed at various locations in the boys and girls lawns.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice- 1. Education for All:- To facilitate self growth, self worth and actualization of potential of the students through myriad ways of empowerment the institute works in its best way. The goal of our institution is to support students coming from the weaker and under privileged sections of the society by providing higher education and ensuring inclusiveness. For this, equal access to education for students belonging to different economic and community backgrounds has been the objective of the college. The IQAC and other departments of institution organize student participation programs, in which students from different backgrounds can participate. By this practice, the

institute creates a platform for students to share their views and ideas. In this way college gives equal opportunities to all the students. 2. Honesty Shop (Imandari Ki Dukan):- The college started an innovative activity, which proved to be one of the best practices of the institution. Honesty Shop (Imandari Ki Dukan) was inaugurated by the S.H.O of the area to check and inculcate the value of Honesty among the students. For this, an owner-free stall, furnished with stationary goods was installed. Students could buy stationary things from that stall and could pay on their own. Payments were made into owner free small money bank representing students honesty. The Collected amount was further used for the same activity. This practice proved to be very successful as the students participate in this practice very positively.

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-of-2018-19_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

The college constantly endeavors to produce citizens who are not only academically excellent but are assets to the society also. The college adheres to its vision and mission of being a premier institute insuring high quality education with moral values. The college focuses more on extension activities to serve local community which benefit both students and common people. In the past few decades, the government has launched and implemented various welfare, upliftment schemes and awareness programs for the rural people. But due to lack of effective execution and result oriented mechanism, the desired goal could not be achieved. The overall progress of the villagers living in the remote areas is still restrained by various factors. Illiteracy, health issues related to unhygienic living conditions, adherence to traditional modes of farming, negligence towards various social issues etc. are some of the issues restraining the progress of The villages that compelled us to organize an awareness campaign specially targeting these issues to bring about a change in Outlook of the villagers. The college founded with the motto WILL TO DO has endeavored to produce citizens who are not only academically excellent but are assets to the society also. The college adheres to its vision and mission of being a premier institute ensuring high quality yet affordable education to girl students irrespective of their socio-economic status. The affordable fee structure (No tuition fees) ensures accessibility of education to all. Additionally the college provides scholarships through various schemes.

Provide the weblink of the institution

<http://gctanda.ac.in/downloads/NAAC/other/Best-Practices/Best-Practices- Institutional-Distinctiveness -7.3.1-2018-19.pdf>

8.Future Plans of Actions for Next Academic Year

FUTURE PLANS OF THE INSTITUTION 1. Clean ,Green and Polythene free Campus . 2. Bio Metric attendance system for staff and students . 3. Workshop for students on skill development Programme . 4. Awareness programme on Entrepreneurship for Students . 5. Organization of more Seminars/Workshops on Use of ICT in Quality Teaching Learning and Research Methodology for quality research work. 6. More ICT enabled class-rooms. 7. Introduction of new courses in U.G. and P.G. 8. Online feedback system for students other stakeholders. 9. Preparing for NAAC -3 Cycle. 10. To ensure quality of academic programs. 11. To organize variety of co-curricular activities for holistic development of student in present competitive world.

