



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution

GIANI KARTAR SINGH MEMORIAL
GOVERNMENT COLLEGE

- Name of the Head of the institution **RAJINDER KAUR**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **01886222024**
- Mobile no **8427998731**
- Registered e-mail **gctandaurmur@gmail.com**
- Alternate e-mail **waliashaifali@gmail.com**
- Address **GKSM. GOVT. COLLEGE TANDA URMAR**
- City/Town **Tanda urmar**
- State/UT **PUNJAB**
- Pin Code **144204**

2.Institutional status

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

- Financial Status **UGC 2f and 12(B)**
- Name of the Affiliating University **PUNJAB UNIVERSITY**
- Name of the IQAC Coordinator **TAJINDER KAUR**
- Phone No. **0188622024**
- Alternate phone No. **9876277627**
- Mobile **9876277627**
- IQAC e-mail address **gctandaurmur@gmail.com**
- Alternate Email address **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-2019-2020.pdf>

4. Whether Academic Calendar prepared during the year?

Yes

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

http://gctanda.ac.in/downloads/NAAC/calendars/academic-calendar-2020-2021-2_230715_115215.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	76.15	2006	02/02/2006	30/01/2011
Cycle 2	B	2.40	2015	01/05/2015	30/04/2020

6. Date of Establishment of IQAC

15/09/2005

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

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

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC [View File](#)

9.No. of IQAC meetings held during the year 1

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

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

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

- If yes, mention the amount

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

Continuous focus on improving teaching learning infrastructure.

The college is also constantly trying to develop better student mentoring system promoting environment consciousness and green campus campaign.

Various Committees are formed for support services on the recommendation of IQAC.

N.S.S./N.C.C. officer makes the students aware about the benefit of joining N.S.S./N.C.C. & motivated them to join.

Promoting students participation in co-curricular activities and other activities that support leadership training and universal values.

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

Plan of Action	Achievements/Outcomes
<p>Successful starting of new Academic session</p>	<p>In this pandemic era our principal madam Rajinder kaur organized online session firstly with staff and secondly with the students of B.A, B.Sc, B.Com first semester and aware them about their fees finances and scholarship schemes. Timetable and other queries were also solved by faculty members through online mood. Student also came to know about the NCC, Sports, Red ribbon club, Cultural activities. Library facilities were also informed to the students.</p>
<p>Celebration of 75 years of India's Independence day</p>	<p>College celebrated gloriously 75th Independence Day as per direction of guideline of government of India and Government of Punjab. Political Science department organized a online seminar on the topic Post Achievement of Independence in which Political Science students participated through paper presentation and poetry Competition. On 25th june,2021 webinar was conducted by department of history on the theme</p>
<p>Strengthen the teaching and evaluation methods</p>	<p>Students guided by faculty members in the selection of subjects on the basis of merit and infrastructure of our college. Online guidance given by different faculty members in selection of subjects. Classwise and subjectwise whatsapp group of students were created. teachers and students acheived their goal successfully by using different apps like zoom meet</p>

	<p>and google meet. Time to time assignments and projects were given to the students by the teachers. Student also come to know about college fesses and scholarship scheme through online information and notices. Assignment and presentation were specially given to PG student for active participation. Special focus were on the mental health of the students during this pandemic.</p>
Co-curricular and cultural activities	<p>During this period college has limited arena for these type of activities. Due to Covid 19 norms online Shabdh Recitation competition was held by music department in which our students- Jaideep, Manpreet and Jashan secure first, second and third position. Prof. Sarabjit and Prof. Rajesh motivated these students to participate in different activities.</p>
NCC And Social Services	<p>College has NCC wings for both boys and girls. Cadets were enrolled in NCC for training and selection program for cadets online activites were held time to time by department. On 23rd june2021 tree plantation drive were held by NCC cadets in college campus. On 15th march 2021 our NCC cadets cleared 'B' Certificate examination. Online Aatam Nirbhar Bharat Awareness Campaign were held by NCC department. On 27th November 2020 tree plantation drive were held by NCC/NSS students at army ground urmur tanda. Fit India Movement campaign also held by our department.</p>

Different activities of Subject/ Department/ Association/Socities	political Science department organized a paper writing competition on the topic of Life and contribution of Dr. B.R. Ambedkar. History department organized a webinar on the series of 400 birth Anniversary of Guru Teg Bahadur. On the occasion of national voters day and republic day political science department and red ribbon club organized a slogan competition. On 12th march 2021 political science department organized a webinar on
Evaluation of students	In this pandemic period teachers vigorously conducts online classes. Outcome of these activities were recognized by online classroom test, assignments for the assessments were given . Online final semester examination were also conducted by universities through which our students came out in flying colours.
contribution of our students in Government sponsored programs	In August are NCC Cadets were participated in online mood in

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

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

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• Designation	Principal
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<p>Continuous focus on improving teaching learning infrastructure.</p>		
<p>The college is also constantly trying to develop better student mentoring system promoting environment consciousness and green campus campaign.</p>		
<p>Various Committees are formed for support services on the recommendation of IQAC.</p>		
<p>N.S.S./N.C.C. officer makes the students aware about the benefit of joining N.S.S./N.C.C. & motivated them to join.</p>		
<p>Promoting students participation in co-curricular activities and other activities that support leadership training and universal values.</p>		
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contribution of our students in Government sponsored programs	In August are NCC Cadets were participated in online mood in
13.Whether the AQAR was placed before statutory body?	No
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE	
Year	Date of Submission
20-21	11/01/2022
15.Multidisciplinary / interdisciplinary	
<p>GKSM Government College is a multidisciplinary college offering courses at Undergraduate and Postgraduate level in three streams:</p> <p>Humanities :</p> <ul style="list-style-type: none"> • BA • BA (Hons) in English,Political Science <p>Masters Programme :</p> <ul style="list-style-type: none"> • Political Science <p>Sciences and Information Technology:</p> <ul style="list-style-type: none"> • B.Sc Medical B.Sc Non-Medical • P.G.D.C.A • B.Sc Agriculture <p>Commerce:</p> <ul style="list-style-type: none"> • B.Com B.Com Hons 	
16.Academic bank of credits (ABC):	
We follow the regulations and guidelines of Panjab University, Chandigarh which is our affiliating university.	
17.Skill development:	
<p>. The focus of skill development is on improved accuracy, better communication and improved recruitment and career opportunities.Education and skill goes hand by hand. In this Covid period different faculty members of our college like music department,fine arts, physical education, computer science took initiative online providing information through videos, projects, seminar, lectures.In this period students improved their day to day skill with the help of teachers and utilize their free time in a constructive manner.</p>	
18.Appropriate integration of Indian Knowledge system (teaching in Indian Language,	

culture, using online course)

Celebration of Hindi Diwas (as online event) where students get an opportunity to enhance their language skill through poetical and litteraly events.

Punjabi is the language of the state and the state as well as district administration go all out to propagate and preserve the language. The month of November is specially dedicated for this purpose. On 10th November 2020 seminar was held on Guru Teg Bhadhur birth anniversary. Time to time different activities were held to improve their mother tounge as well as other languages.

In our college a 3rd language Sanskrit is also taught to the students in which students get knowledge about Vedas and Sholakas.

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

NIL

20.Distance education/online education:

Though the college does not offer any distance learning module as such but the year 2020-2021 being the Covid year, online education was implemented . The teachers and students interacted through various online platforms like zoom, google classroom etc. In this Pandemic period teachers focused on study as well as various activities like workshop,seminars,webinars and conferences. This period gives us a wide oppurtunity to interact with students through online mode and manage their classes and learning avenues in a comfortable space as the need of the hour.

Extended Profile**1.Programme**

1.1 396

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

File Description	Documents
Data Template	View File

2.Student

2.1 1029

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 SC- 25%, OBC-10%,
BA-2%, TEACHER

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

PARENT-25, SPORTS-2%,
HANDICAPPED-25, PMF-2%
, TE-2%, WD-2%, TS-2%, DE
FENSE SERVICES-2%

File Description	Documents
Data Template	View File

2.3 302

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 REGULAR-10, PART
TIME-15, GUEST

Number of full time teachers during the year

FACULTY-15, HEIS-6

File Description	Documents
Data Template	View File

3.2 49

Number of sanctioned posts during the year

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	396
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	1029
File Description	Documents
Institutional Data in Prescribed Format	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	SC- 25%, OBC-10%, BA-2%, TEACHER PARENT-25, SPORTS-2%, HANDICAPPED-25, PMF-2 %, TE-2%, WD-2%, TS-2%, DEFENSE SERVICES-2%
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	302
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	REGULAR-10, PART TIME-15, GUEST FACULTY-15, HEIS-6

File Description	Documents
Data Template	View File
3.2	49
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	41
Total number of Classrooms and Seminar halls	
4.2	60,806
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	50
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The institution provides a range of subject options to the students of different streams - Humanities, Science, Commerce. In addition various skill oriented courses like Post Graduate Diploma in Computer Applications, B.Sc Agriculture relevant to regional and global trends have also been running successfully. The curriculum for these courses is designed and revised from time to time by Panjab University, Chandigarh during the meetings of Board of Studies. The key to the effective implementation of curriculum is efficient planning. The college follows academic calendar issued by Panjab University, Chandigarh. The college time table has been framed strictly according to university norms. To ensure regularity in attending classes, 75% is the precondition to be eligible to appear in

semester examination. Unitization of syllabus and strict adherence to it leads to commendable performance by students. Semester activities include audio video classroom presentations, seminars, talks, assignments, weblinks, webinars etc.

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

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

A well planned Continuous Internal Evaluation (CIE) system with multiple spokes exists in the college. Mid-Semester Test, group discussions, quiz competitions coupled with need based counselling are integral part of CIE system of the college which sharpen the minds of students and help to inculcate the habit of healthy competition. The efforts were made to evaluate the students in such a way that even during pandemic, the deserving students get advantage over the others. Surprise tests orally or short question based evaluation kept the students on toes and evaluated their readiness towards their subjects. Surprise tests also let the faculty access the communication skills of the students and made them more confident. The teachers discuss with students their shortcomings and achievements. Slow learners are identified. Special attention is given to them by the teachers. Assignments and projects are also given to broaden the understanding of the subject among the students.

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

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University

A. All of the above

Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

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

1.2 - Academic Flexibility

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

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

22

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Through its curricular and extracurricular activities, the Institution tries to integrate crosscutting issues relevant to professional ethics, gender, human values, environment and sustainability into the curriculum. Actually, the university decides the syllabus and college has to follow it. Working with these limitations the college does its best for above said issues. Some of the steps taken are below: Due to the lockdown and other restrictions on offline teaching imposed during the troubled times of corona, not many activities could be conducted during the session. The college did its best to operate within these limitations. Online webinars were conducted on Guru Teg Bahadur ji during the almost a yearlong celebration of guru Teg Bahadur's 400th birth anniversary. An online photo exhibition was organised. Online webinars were also conducted under the Buddy programme to warn the students against drugs. Poster-making competitions were organised on the topic of Aids and drug abuse.. Poster-making competition was also organised on the teachings of Swami Vivekanand.

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

1.3.2 - Number of courses that include experiential learning through project work/field

work/internship during the year

9

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

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

133

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

1.4 - Feedback System

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

D. Any 1 of the above

File Description	Documents
URL for stakeholder feedback report	http://gctanda.ac.in/downloads/NAAC/sss/2020-21/Student_feedback_2020-21_1.4.2.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	http://gctanda.ac.in/downloads/NAAC/sss/2020-21/Student_feedback_2020-21_1.4.2.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1029

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

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

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

723

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

2.2 - Catering to Student Diversity

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

All the students are counselled by the admission committees to help them decide their subjects in view of their long-term goals. The institution assesses the learning levels of the students in two ways at the time of the commencement of the classes. Efforts are made by the teachers to help the slow learners in their free time in order to bridge the gap between the slow learners and the advanced learners. The mentors of the respective classes extend valid support in classifying the students with reports based on observation and class tests. Moreover, the wide range of continuous assessment components that include, class assignments, seminars and group discussions, additional assignments, quizzes, class tests, projects, viva-voce examinations and attendance, enable effective assessment of learning levels of students. In addition, teacher-student interactions also help in identification of different levels of learners. Faculty members and various committees regularly review the academic progress and counsel students to improve their performance to ensure their academic growth. Apart from this, sessions are also included to inculcate positive attitude and competitive spirit among the students. This process helps as a base for monitoring the future progress of the students.

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

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

Number of Students	Number of Teachers
1029	46

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The faculty members adopt many ways for enhancing learning experiences such as, lecture method, interactive method, project and field work method, computer-assisted method, experiment method etc. Teaching and learning activities are made effective by adopting these practices. Many teachers use the conventional black-board presentation methods, especially in Mathematics, Commerce and Economics, where they teach Mathematics and statistics as numerical solving. Also, some teachers use power point presentations and computer-based materials. They also use the lectures of YouTube to make learning interesting besides the conventional teaching methods. Some student centric methods are given below: Team spirit is promoted in the students to make them participate in team events in various activities as in Inter- College Competitions, Youth Festival organized at Zonal Level, Sports Meet etc. Various other activities and camps are organized by NCC Unit which induces social responsibility and harmony between the students and volunteers who come forward for various tasks at college level. These activities also enhance their decision making power by boosting their Confidence. Project methods: The project work stimulates student's interest in the subject and provides student an opportunity of freedom of expression and free exchange of different views. The project work is done, as per the requirements of syllabi. For example, the projects are done in PG classes like PGDCA. Project work is also an important component of B.Sc Agriculture. Experimental learning: Experimental/Laboratory method is used in the departments of Chemistry, Physics, Botany, Zoology and Geography.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

Teachers are continually engaged in combining technology with traditional mode of instruction to teach their students in the most effective way possible. College uses Information and Communication Technology (ICT) in education to support, enhance, and optimize the delivery of education. The following tools are used by the Institution. 1. Projectors- 4 projectors are available in different seminar halls. 2. Desktop Computers - Arranged at Computer Lab and a few Faculty cabins all over the campus. 3. Printers- They are installed at Labs and at prominent places. 4. Photocopier machines - Photocopier machines are available in the institution. 5. Scanners- Multifunctional printers are available at all prominent places. 6. Seminar Rooms- Two seminar halls are equipped with all digital facilities. 7. Smart Board- One smart board is installed in the campus. 8. Online Classes through Zoom, Google Meet, Microsoft Team, Google Classroom)

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

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

2.3.3.1 - Number of mentors

46

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

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

46

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

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

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

6

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

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

2.4.3.1 - Total experience of full-time teachers

570

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

There is a standard process of internal examination in the college. According to the academic calendar, a student has to appear in two unit tests. The schedule of the internal examination is decided at the beginning of the session. According to the academic calendar, a student has to take unit test, which may be in the form of written test, black-board presentation, power-point presentation, quiz on subject or by other method, which the subject teacher decides. The students are shown their marked test copies in the classrooms and each student can seek the opinion of teacher about his performance. Record of obtained marks is maintained. Further, the students can also look closely at the test copies of other students at the time of distribution of the answer-sheets in the classrooms.

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

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

College Level: If a student is not able to appear for examination due to medical or any genuine reason examination is conducted for that student as per norms, provided that he/she submits application with proper documents. The grievances of the students with reference to assessment are addressed by the concerned teachers by showing his/her performance in the unit test. The answer sheets of such students are assessed by the faculty once again in the presence of the student. Any corrections in the total of marks or assessment of answer books, if required are done by the faculty members. Any student who is not satisfied with the assessment and award of marks may approach the concerned HOD who can intervene and seek opinion of another course teacher.

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

2.6 - Student Performance and Learning Outcomes

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

The college has clearly stated Programme Outcomes, Programme Specific Outcomes, Course Outcomes and Learning Outcomes. The Vision and Mission statements are displayed on the college website as well as in college campus. These outcomes have been set, taking into account the variety of programmes and the heterogeneity of rural and urban students. The Programme Outcomes are mentioned by the affiliating university in the syllabi prescribed to each class. Faculty and students are expected to know them by heart. In the beginning of every academic year the programme outcomes are verbally communicated to the students by teachers and during the Principal's address. They are also displayed on college website and brochure. Course Outcomes as well as Learning Outcomes depend upon the nature of course and the subject concerned. They are also defined by university and are clearly mentioned in the syllabus of particular class and subject. The Programme Specific Outcomes are closely related to the content of the syllabus. They are syllabus oriented and may vary as per the subject.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://gctanda.ac.in/NAAC/other/Syllabi/2020-21/
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

1. At the beginning of every semester/year, the subject teacher conveys Course Objectives (CO) at the introductory level of respective subjects. 2. The copies of the syllabi are kept in the department. Students are told about the same at the beginning of the semester. The student can also download the syllabus from the website of Panjabuniversity www.puchd.ac.in 3. Following are the evaluation process For post-graduate courses (i) Seminar presentation (ii) Short quizzes or objective type questions (iii) Home assignments/tutorials Extension Work (iv) Project work if provided in syllabus e.g.- PGDCA. For under-

graduate courses (i) Unit test (ii) Black-board presentation (iii) Quizzes or objective questions, if needed. (iv) Quarterly examination (v) Model examination (vi) Project work if provided in syllabus e.g.- B.Sc Agriculture. 4. The College consistently evaluates the attainment of the Programme Outcomes. The College Registrar Office maintains a record of the unit tests as well as the university results of all the students . These results are periodically evaluated by the Principal and the concerned teachers in order to pinpoint and address the existing shortcomings.

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

2.6.3 - Pass percentage of Students during the year

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

302

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

2.7 - Student Satisfaction Survey

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

http://gctanda.ac.in/downloads/NAAC/sssr/2020-21/Student_feedback_2020-21_1.4.2.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

3.1.2.1 - Number of teachers recognized as research guides

0

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

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

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

0

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

3.2 - Innovation Ecosystem

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

1. The institution has made efforts towards creating an environment conducive for creation and transfer of knowledge. the students are encourage to do a thorough job while delineatingtheir projects that are part of their course work.

2. The faculty members routinely present papers at national and international seminars. They are encouraged to undertake research work. Many of the faculty members are persuing their M.Phil and P.hds.

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

0

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

3.3 - Research Publications and Awards

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

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

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	No File Uploaded
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

0

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	No File Uploaded

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

19

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

3.4 - Extension Activities

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

The student volunteers visit neighbouring localities and conduct various activities from time to time. Extension activities in the neighborhood communities with the aim of sensitizing students to social issues and their holistic development are carried out religiously by the institution. Our college organizes and participates in various extension activities with the dual objectives of not only sensitizing the students about various social issues but also contribute to the community and strengthen community participation. The college launched buddy program under the direction of the state. The following initiatives taken under the buddy programme;-

1. Poster making competition on war against drugs
2. Online webinar on drug abuse and illicit trafficking
3. Poster making competition was also organised on the teachings of Swami Vivekanand

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

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

4

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

57

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

0

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	No File Uploaded

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

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

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college has adequate physical and academic facilities required as per UGC guidelines to run the different programs. The college campus area is 43acres. There are departments in

Arts, Commerce and Science streams are located in the separate blocks in the college . A few Classrooms, Laboratories and Seminar Halls are well equipped along with computing system and Internet facility. Besides the building, the college has spacious playground for sports activities. The college has cultivated an atmosphere providing the importance to extra curricular and support services organized by departments of National Service Scheme and National Cadet Cops The college campus is maintained with green, clean and neat atmosphere. Spacious gardens with pavements and pavers in the campus are developed for students' service. 'Eco-Friendly Open Class Room' is an initiative to provide the importance of Nature in the process of teaching and learning, cultivated in the campus..A Botanical garden maintained by department of botany on the other hand to give opportunities to our sport students grounds of badminton ,volleyball, athletics were provided.

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

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

The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor) and gymnasium. Cultural, gymnasium facilities are also available in the college. Its detail as given below:

1. FACILITIES:-College encourages sports activities. A number of players have played college level, district, university, state and even national level games. The college provides indoor games as well as outdoor games. Some of the outdoor games and indoor are given below

1. Volley ball
2. Basket ball
3. Handball
4. Athletics track(400 meter)
5. Badminton
6. Ghatka
7. Karate
8. Weightlifting

2. Cultural programsto conduct cultural activities in the college. There is a cultural committee in the college . This committee organizes many cultural programs including literary events. Some interesting programs by the committee are debate, rangoli, painting, mehendi, quiz and poster making, essay writing, slogan writing, sangeet and drama preparation etc. The preparation for Music items is carried out in the Music department of the college. The students are prepared for participation in inter college competition and also for the youth festival of Punjab University Chandigarh.

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

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

6

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

60806

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Acquiring ,organizing and maintaining all collection of printed primary and secondary materials that will support the education ,research for both students and teaching faculty.The college aims at providing an environment conducive to the optimum use of library materials .Libaray acts as repository and hub of access to knowledge resources .

Library collection holds a rich collection of more than 45000 text as well as references books in the domain of English,Punjabi,Hindi,Geography,Political Science,Economics,Agriculture,Computer Science,Commerce,Philosophy,Science, Religion etc.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources E. None of the above

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

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	No File Uploaded

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

0

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

4.3 - IT Infrastructure

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

There are different digital technological facilities available in the college. There are 01- digitally equipped podium hall, and 01-digitally equipped conference hall and 02-digitally equipped laboratories available in the college. A well equipped computer lab is also functioning in the college. The students of the

college have access to the computer lab. The college building and the library building are facilitated with the Wi-Fi connectivity. There is a plan to extend the Wi-Fi connectivity facility to the newly constructed building (under the RUSA scheme). There is open access of Wi-Fi connectivity to all students and the staff members of the college. Some departments of the college are provided with computers and other related accessories. All teaching staff members use the ICT in the classrooms and laboratories, whenever needed. The different educational sites are shown to the students with the help of digital devices. Most of the official work is being done with the help of ICT. The college regularly maintains the IT facilities. Following are some basic facilities for updating: Computer is formatted on regular basis. College itself formats the computer without any fees and with the help of computer operators. The upgradation of admission process in college was carried out online admission software was purchased.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

50

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution C.10 - 30MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

46324

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The College has a well-defined policy and system in place for the maintenance and utilization of all its physical and academic facilities. Classroom management: Classroom being the most primary and important work space, it is managed with proper systems and procedures as recommended by the Management and the University. It is followed keeping in mind the modern teaching learning environment. There are 4 ICT enabled classrooms.

1. Locations of laboratory safety offire extinguishers help to assure protective measures to minimize the causalities.
2. General Instructions to students regarding the safe and secure usage while in the laboratory are displayed in each lab. Library For overall smooth functioning of the library, it is divided into following threemain sections and each section has its unique identity and with defined standard procedures the library works effectively and serves its patrons for information requirements.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

386

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

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

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

nil

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	http://gctanda.ac.in/downloads/NAAC/other/Skills-Enhancement-initiatives-taken-by-the-institution/Skills-Enhancement-initiatives-taken-by-the-institution-2021.pdf
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

125

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

20

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

E. None of the above

grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression**5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year**

83

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

5.2.2 - Number of students progressing to higher education during the year**5.2.2.1 - Number of outgoing student progression to higher education**

57

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

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

02

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

NIL

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

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

The College administration firmly believes in participative working and student-co-partnership. Students are represented in almost all the committees and associations of the College. As per the norms of the Panjab University , every year a students council is constituted. The meeting of this council is held periodically to plan future activities and to take stock of activities already completed in the College. Thus, the college is very sensitive and responsive to the student-related activities and assigns utmost importance to them.

Students are given exposure by getting them involved in administrative, co-curricular and extracurricular activities as members of different committees. They actively participate in committee meetings. The following is the list of Committees having student representation and engagement.

1. Class committee
2. Department Association Committee
3. Sports Committee
4. Cultural Committee
5. Internal Quality Assurance Cell
6. Anti-Ragging Committee
7. Anti Sexual Harassment Committee
8. Grievance Redressal Committee

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

0

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

5.4 - Alumni Engagement

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

Our Alumni Association works for the overall development of students as well as that of the institution. in terms of academic planning, placements of students, career guidance and technological guidance. Our Alumni Association organizes:

1. Guest lectures by experts from various subjects and thus provides guidance to the students.
2. Some of our alumni are industrialists; they share their knowledge and expertise with the students.
3. Alumni Association provides information about the job opportunities available in their fields.
4. Our Alumni Association motivates the students for research activities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The college follows its vision and mission to serve students better. The governance of the college matches the vision and the mission of the college. Our vision and the mission are as follows:

MISSION .

1. To provide quality education to all students irrespective of caste, creed, religion and socio-economic status to uplift the society as a whole. .
2. To maintain excellent academic standard through innovation and effective teaching-learning method in a joyful environment.. .
3. To create a learner-friendly environment and to make learning a joyful and fruitful experience. .
4. To foster scientific skills and academic excellence in this rural area. VISION Empowerment of common rural students through quality education to meet the global challenges at the lowest cost.

GOALS AND OBJECTIVES . To achieve academic excellence. .

1. To enable students at national and international level in all areas of life. .
2. To develop leadership qualities. .
3. All round development of the students. .
4. To promote the faculty towards quality research and examination.

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

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

The effective decentralized and participative management is visible in our college. Our college principal has decentralized power through academic staff council, which consists of senior staff members and principal. All the major decisions regarding the welfare of the college are taken in this council. Academic staff council is the thriving force behind multi-layered transparent governance system, which formulates policies and implements policies and important decisions are taken in it. Principal of our college decentralizes powers through well-defined and placed committee system in our college.

The academic affairs of the college are carried out by the registrar of the college. The formal planning and approval of the academic activities is monitored by the registrar of the college. The student welfare committee is to facilitate student welfare and support programmes. Different types of committees are made to support co-curricular, extra curricular and cultural activities. Our college has student council which listens to the problems of the students and also solves these problems. It acts as a link between students and the principal.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Over the past 10 years the college has shown growth in various

spheres like infrastructure ,library, new department of computer science with two labs

Our College strategic plan includes the following:

- University approved curriculum is strictly adhered to and faculty members and students are encouraged to take up online short-term courses to enhance skills and technical abilities.
- The activities are planned in the beginning of every academic year through the Academic Calendar and suggestions are sought from faculty members.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	View File

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

In our institution, a proper hierarchical structure Committees are formed by the principal and all the designated tasks are completed through the committees only after following all the necessary rules and regulations. Thus, our institute follows a democratic and participatory approach of governance for achieving its goals. All the colleagues participate actively in the smooth functioning of the college. The college has a well-structured administrative and academic setup to consistently improve the quality and standard of education and to achieve excellence. Various types of committees are formed for the smooth running of the college by the principal for conducting various activities. Committees like the Admission Committee, NSS Committee, Press note committee , IQAC , Alumni Activity Committee, Website committee, NAAC Committee, Women safety Cell, Property Committee, Cultural Activities Committee, Red Cross Committee, UGC Committee, Bus Pass Committee, CCTV Maintenance Committee, Canteen Committee, Time Table Committee, Campus Beautification Committee work tirelessly for the betterment of the college.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	View File

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

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Our college has effective welfare measures in place for its teaching and non-teaching staff. The various welfare schemes are as follows:

Welfare Measures for Teaching and non-teaching staff: The teaching staff is provided duty leaves for attending workshops/seminars/FDPs etc. The teachers have access to a well-equipped library, so that they can enhance their knowledge and keep them abreast of the latest study/research trends. Non teaching staff is also provided medical facilities/wheat loan/Cracker allowance etc. The other facilities are as follows.

1. Medical Allowance

2. Child Educational Allowance

3. Maternity benefits as per norms

4. Child Care

5. Leave Travel Concession

6. All the non-doctoral staff members are encouraged to get enrolled for part-time Ph.D. program.

7. Free medical service for students and teachers

8. Opportunities for international exposure, as per norms

The following facilities are also provided to employees for efficient functioning :

1. Medical leave

2. Wi-Fi network available in college in college

3. Workspace

4. Computing facility

5. Canteen

7.Sports facilities

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

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

NIL

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

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

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

NIL

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

5

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

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

Our College strictly follows the UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff at college level, All regular appointments are made by government of Punjab on the recommendation of Punjab public service commission. our staff follows government policies and syllabus for effective teaching and learning, The govt has established a well defined structure and mechanism for appraisal of the faculty members, the following are parametres for faculty appraisal

a) The Principal writes the ACRs of all the permanent members of the staff.

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

b) Promotions are based on the PBAS proforma for UGC Career Advancement Scheme (CAS) that is based on the API score.

c) The institute undertakes a wide range of activities besides academics, for which faculty members are assigned additional duties and responsibilities, which are mostly voluntary.

d) The faculty members are informed by the principal ,well in advance of their due promotion.

e} Contractual ,partime and guest faculty staff is appointed according to the norms of UGC, Their performance is continously

screened and examined by the principal himself

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

6.4 - Financial Management and Resource Mobilization

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

The college has a mechanism for internal and external audit to ensure financial compliance. The college assures resource mobilization through PTA and HEIS Funds. The rest of the funds/salaries/grants are provided by the state government. The college prepares budget for the salaries of the teaching and non-teaching staff. The budget is allocated to the college by the state government. Electricity bill/sewerage bill and other miscellaneous bills are paid through the treasury. All the work that is done in the college is done through the proper channel i.e. proper committees are formed for this purpose. Similarly, expenditure done from PTA/HEIS funds is also done by following proper rules and procedures. Certain grants are given to the college by NRIs and old students of the college. These grants are also used for the overall development of the college. These grants are got audited through an approved CA. The government also conducts internal as well as external audit of the expenditure/grants in the college on its own.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

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

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

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

Institute maintains and follows a well-planned process for the mobilization of funds and resources. PTA fund and HEIS fund are the two major sources that provide local level funding to the college. The process involves various committees of the institute as well as the Department Heads and Principal. Institute has designed some specific rules for the fund usage and resource utilization. .

1. Mobilization of Funds through various government grant . .
2. The local organisations and NGOs also sometime sponsor various types of seminars in the college.

3. Alumni activities are undertaken in the college regularly. Many alumni members contribute funds for activities and student welfare in the college.

Utilization of Funds:

The funds which are provided by the government are audited at the government level only. Funds like PTA Fund and HEIS fund are audited at the local level through a certified CA. The committee designated for a specific task calls for quotations and follows the due procedure. A comparative statement is formed and the vendor who has quoted the least price is given the order. In case the expenditure is large, tenders are also floated. In addition to this, quotations are also scrutinised at the college level by the bill clerk.

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Our college has a proper IQAC cell. This cell of the college works towards improving and maintaining the quality of education. It ensures that all the quality parameters are adhered to. It also strives hard to maintain the quality of courses, which are run through the HEIS system. IQAC cell is an important entity of the college that helps in maintaining the overall quality of the institution. The IQAC Cell of the college works towards improving and maintaining the quality of education, identifying and suggesting new ways of using teaching aids, developing suitable infrastructure, and offering suggestions for the new self-finance courses. IQAC is an effective and efficient internal coordinating and monitoring mechanism. Sub-committees are formed in this cell by the principal and these sub-committees are assigned different tasks to ensure the compliance of all the quality parameters.

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

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

Our college has established the IQAC cell, which works towards ensuring quality education and inculcating quality culture among the students and staff. The IQAC works on the different quality

parameters as follows:

1. Promote industrial involvement in academic practices by organizing industrial training, industrial visits, workshops, and guest lecturers etc.
2. Implementation of Outcome-based learning education in each program.
3. Introduces the aptitude classes and soft skill classes for students to enhance personality and employability.
4. Conducting quality programs i.e., seminars, webinars, guest lectures, conferences, etc.

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

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

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Gender sensitivity is an inherent value in the cultural ethos of the institute and its neighboring community, as is evident by the following facilities -

(a) Safety and Security

1. Security checkpoints at maincampus entryand exit.
2. Extensive surveillance network with 24x7 monitored control rooms.
3. The Proctorial Committee includes male and female proctors at institute as well as faculty level.
4. Strict implementation of Anti-Ragging, Anti-Smoking/Tobacco and Mobile Free Campus.
5. Awareness campaigns on women safety and gender sensitivity through street plays (Nukkad Natak), rallies and camps by Red Ribbonand NCC student volunteers.
6. The Institute is the preferred destination of parents for education of their female.
7. There is provision for reservation of Single girl child

(b) Counselling

1. To conduct Activities for students regarding Entrepreneurship Development and Career Enhancement.
2. Formal and informal avenues for counseling male and female students and staff for academic and other issues/problems.
3. Class and Proctorial Committees are available for counseling of both males and females' students.
4. Addressing issues like Depression, Frustration arising out of Failures through Yoga sessions.
5. To review the minutes and the Action Taken Reports of the Women Empowerment Cell, Internal Complaint Committee, Anti-

Sexual Harassment Committee, Grievances Redressal Committee and ensure redressals in time.

6. To encourage girls students to join NCC and Red Ribbon Club, and ensure equal rights and participations in regular Heritage & cultural activities.

File Description	Documents
Annual gender sensitization action plan	Action plan of the Session 2020-21
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Girls Common Rooms, Lawns for Boys and Girls

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	View File

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

1. Solid Waste: Solid waste like paper, glass, food residue and packaging material, regular different useless material, wood, metals, leather, cardboard etc. is collected in appropriate bins which is then disposed of in a low line area of the college campus.

2. Liquid Waste: Liquid Waste is mostly generated in our college as:

1. Septic tank effluents from various sanitary blocks, water used for washing and cleaning of utensils etc. from

canteen.

2. Wastewater from laboratories using chemicals.

waste water from the sanitary facilities is dumped into septic tanks inthe campus.

3. E-Waste management : E-waste or electronic waste is created when an electronic product is discarded after the end of its useful life. E-waste mainly includes obsolete electronic devices, such as computer systems, servers, monitors, compact discs (CDs), printers, scanners, copiers, calculators, fax machines, battery cells etc. E-waste is disposed off through vendors.

4. Waste recycling system : 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.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	No File Uploaded

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

A. Any 4 or all of the above

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

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

B. Any 3 of the above

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

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

D. Any 1 of the above

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

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

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

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Our institution is following the same policy as adhered by Punjab university Chandigarh.

<https://csseip.puchd.ac.in/>

The College strives to provide an inclusive environment through tolerance and harmony.

The college allows admission to students belonging to all categories including SC, BC, Riot affected, freedom fighters, etc,

Students from other states are also given admissions.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Plantation Programme : Institution takes pride in launching the Plantation Programme wherein the focus does not stop with the sound academic foundation of the student community but it moves a step forward to develop them as better citizens of the country.

Independence Day :The College celebrates the Independence every year. Independence Day celebrations in Indian colleges serve as a reminder of the sacrifices made by freedom fighters and aim to inspire students to uphold the values of freedom, unity, and progress. Which instill a deep sense of patriotism and ignite a passion for serving the nation.

Republic Day : Republic Day is a significant national holiday in India celebrated on January 26th each year. It commemorates the day when the Constitution of India came into effect in 1950, marking India's transition from a dominion to a republic. Republic Day celebrations in India are grand and showcase the country's rich cultural heritage and military prowess. vigorously.

Constitution day: 'Savidhan Divas' Constitution day was celebrated on 26th November 2020 and students have participated in Elocution and Quiz contest with all insights which in turn contributed to the ideal Constitutional values and the Fundamental Duties and Rights of Indian Citizens.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Plantation Program, Independence Day, Republic Day, Constitution Day, and other Activities.
Any other relevant information	Nil

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

A. All of the above

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

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

Republic day- The institution celebrates Republic day on 26th January every year, commemorating the adoption of Indian constitution and spreading the message that India is the largest democratic country in the world. The celebration includes the hoisting of national flag and spreading a warm message of nationalism in a speech by the Principal.

Independence Day- Independence Day is celebrated every year on

15th of August, parades and flag hoisting is organized and is celebrated to mark freedom of India from British rule. The institution encourages students to remember our national leaders and their sacrifices.

Gandhi Jayanti - Gandhi Jayanti is celebrated every year on 2nd October to understand the ideology of our great leader Mahatma Gandhi wherein pledge is taken by students and staff. In today's times we inspire students of our institution to follow the Gandhian ideologies of truth and nonviolence and inspire them to contribute towards the peace and prosperity of the Nation.

Martyr's Day - Martyr's Day is observed to salute the Father of the Nation and the other martyr soldiers on 31st October every year.

Yoga day- International Yoga day is celebrated on 21st June every year.

Sadbhavana Diwas

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

7.2 - Best Practices

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

1. OPEN GYM : Our Institution has an open gym in college which is a valuable and beneficial practice for students, staff as well as for the local community. Here are some reasons why an open gym can be considered a best practice:

Overall, having an open gym in college is a best practice that can contribute to the holistic development of students by promoting physical fitness, mental health, community engagement, skill development, academic success, and overall well-being.

2. HONESTY SHOP: The College began a novel project, which turned out to be one of the greatest institutional practices. Imandari Ki Dukan, an honest shop, is effectively operating at the college. It makes it possible to assess and teach students the importance of honesty. An owner-free booth that was equipped with office supplies was set up for this. There was a stand where students could purchase stationery and handle their own payment. In exchange for the students honesty, payments were deposited into the owner's free tiny money bank. The money that was collected was also applied to this endeavor. Due to the students enthusiastic participation, this practice has proven to be quite successful.

File Description	Documents
Best practices in the Institutional website	<p><u>1. OPEN GYM : Our Institution has an open gym in college which is a valuable and beneficial practice for students, staff as well as for the local community. Here are some reasons why an open gym can be considered a best practice: 1. Promotes Physical Fitness: An open gym provides students with a dedicated space to engage in physical exercise and promotes a healthy and active lifestyle. Regular exercise has numerous benefits, including improved physical health, stress reduction, increased energy levels, and better overall well-being. 2. Enhances Mental Health: Exercise is known to have positive effects on mental health. By having an open gym on campus, students have access to a resource that can help them manage stress, reduce anxiety, and improve their mood. Regular exercise has been shown to boost endorphins, which are known as</u></p>
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

"IF DAUGHTER EDUCATED IT IS EQUIVALENT TO AN EDUCATIONAL INSTITUTION"

Motivating Parents for encouraging their daughters to pursue primary to higher education. It is very much importance in the overall progress and development of the institution. With this view our college has its own mission statement accordingly we always try to function uniquely, innovatively and distinctively from the other institutions. As far as our Mission and Vision is concerned, college always try to implement the distinctiveness in the work. Our college has a large number of students from the surrounding villages. The girl students are more in number. Most of the students from rural areas & poor background, but they are not poor in talent, knowledge and humility. Our college staff identify their talent and encourage them as per our mission statement, 'our aim is to bring the girl students into the main stream of higher education'.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The institution provides a range of subject options to the students of different streams - Humanities, Science, Commerce. In addition various skill oriented courses like Post Graduate Diploma in Computer Applications, B.Sc Agriculture relevant to regional and global trends have also been running successfully. The curriculum for these courses is designed and revised from time to time by Panjab University, Chandigarh during the meetings of Board of Studies. The key to the effective implementation of curriculum is efficient planning. The college follows academic calendar issued by Panjab University, Chandigarh. The college time table has been framed strictly according to university norms. To ensure regularity in attending classes, 75% is the precondition to be eligible to appear in semester examination. Unitization of syllabus and strict adherence to it leads to commendable performance by students. Semester activities include audio video classroom presentations, seminars, talks, assignments, weblinks, webinars etc.

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

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

A well planned Continuous Internal Evaluation (CIE) system with multiple spokes exists in the college. Mid-Semester Test, group discussions, quiz competitions coupled with need based counselling are integral part of CIE system of the college which sharpen the minds of students and help to inculcate the habit of healthy competition. The efforts were made to evaluate the students in such a way that even during pandemic, the deserving students get advantage over the others. Surprise tests orally or short question based

evaluation kept the students on toes and evaluated their readiness towards their subjects. Surprise tests also let the faculty assess the communication skills of the students and made them more confident. The teachers discuss with students their shortcomings and achievements. Slow learners are identified. Special attention is given to them by the teachers. Assignments and projects are also given to broaden the understanding of the subject among the students.

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

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

A. All of the above

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

1.2 - Academic Flexibility

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

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

22

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Through its curricular and extracurricular activities, the Institution tries to integrate crosscutting issues relevant to professional ethics, gender, human values, environment and sustainability into the curriculum. Actually, the university decides the syllabus and college has to follow it. working

with these limitations the college does its best for above said issues. Some of the steps taken are below: Due to the lockdown and other restrictions on offline teaching imposed during the troubled times of corona, not many activities could be conducted during the session. The college did its best to operate within these limitations. Online webinars were conducted on Guru Teg bahadur ji during the almost a yearlong celebration of guru TegBahadur's 400th birth anniversary. An online photo exhibition was organised. Online webinars were also conducted under the Buddy programme to warn the students against drugs. Poster-making competitions were organised on the topic of Aids and drug abuse.. Poster-making competition was also organised on the teachings of Swami Vivekanand.

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

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

9

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

1.3.3 - Number of students undertaking project work/field work/ internships	
133	
File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File
1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	D. Any 1 of the above
File Description	Documents
URL for stakeholder feedback report	http://gctanda.ac.in/downloads/NAAC/sssr/2020-21/Student_feedback_2020-21_1.4.2.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded
1.4.2 - Feedback process of the Institution may be classified as follows	C. Feedback collected and analyzed
File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	http://gctanda.ac.in/downloads/NAAC/sssr/2020-21/Student_feedback_2020-21_1.4.2.pdf

TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of students admitted during the year	
1029	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)	
2.1.2.1 - Number of actual students admitted from the reserved categories during the year	
723	
File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File
2.2 - Catering to Student Diversity	
2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners	
<p>All the students are counselled by the admission committees to help them decide their subjects in view of their long-term goals. The institution assesses the learning levels of the students in two ways at the time of the commencement of the classes. Efforts are made by the teachers to help the slow learners in their free time in order to bridge the gap between the slow learners and the advanced learners. The mentors of the respective classes extend valid support in classifying the students with reports based on observation and class tests. Moreover, the wide range of continuous assessment components that include, class assignments, seminars and group discussions, additional assignments,</p>	

quizzes, class tests, projects, viva-voce examinations and attendance, enable effective assessment of learning levels of students. In addition, teacher-student interactions also help in identification of different levels of learners. Faculty members and various committees regularly review the academic progress and counsel students to improve their performance to ensure their academic growth. Apart from this, sessions are also included to inculcate positive attitude and competitive spirit among the students. This process helps as a base for monitoring the future progress of the students.

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

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

Number of Students	Number of Teachers
1029	46

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The faculty members adopt many ways for enhancing learning experiences such as, lecture method, interactive method, project and field work method, computer-assisted method, experiment method etc. Teaching and learning activities are made effective by adopting these practices. Many teachers use the conventional black-board presentation methods, especially in Mathematics, Commerce and Economics, where they teach Mathematics and statistics as numerical solving. Also, some teachers use power point presentations and computer-based materials. They also use the lectures of YouTube to make learning interesting besides the conventional teaching methods. Some student centric methods are given below: Team spirit is promoted in the students to make them participate in team events in various activities as in Inter- College

Competitions, Youth Festival organized at Zonal Level, Sports Meet etc. Various other activities and camps are organized by NCC Unit which induces social responsibility and harmony between the students and volunteers who come forward for various tasks at college level. These activities also enhance their decision making power by boosting their Confidence. Project methods: The project work stimulates student's interest in the subject and provides student an opportunity of freedom of expression and free exchange of different views. The project work is done, as per the requirements of syllabi. For example, the projects are done in PG classes like PGDCA. Project work is also an important component of B.Sc Agriculture. Experimental learning: Experimental/Laboratory method is used in the departments of Chemistry, Physics, Botany, Zoology and Geography.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

Teachers are continually engaged in combining technology with traditional mode of instruction to teach their students in the most effective way possible. College uses Information and Communication Technology (ICT) in education to support, enhance, and optimize the delivery of education. The following tools are used by the Institution. 1. Projectors- 4 projectors are available in different seminar halls. 2. Desktop Computers - Arranged at Computer Lab and a few Faculty cabins all over the campus. 3. Printers- They are installed at Labs and at prominent places. 4. Photocopier machines - Photocopier machines are available in the institution. 5. Scanners- Multifunctional printers are available at all prominent places. 6. Seminar Rooms- Two seminar halls are equipped with all digital facilities. 7. Smart Board- One smart board is installed in the campus. 8. Online Classes through Zoom, Google Meet, Microsoft Team, Google Classroom)

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

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

2.3.3.1 - Number of mentors

46

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

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

46

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

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

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

6

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

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

2.4.3.1 - Total experience of full-time teachers

570

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

There is a standard process of internal examination in the college. According to the academic calendar, a student has to appear in two unit tests . The schedule of the internal examination is decided at the beginning of the session. According to the academic calendar, a student has to take unit test, which may be in the form of written test, black-board presentation, power-point presentation, quiz on subject or by other method, which the subject teacher decides. The students are shown their marked test copies in the classrooms and each student can seek the opinion of teacher about his performance. Record of obtained marks is maintained. Further, the students can also look closely at the test copies of other students at the time of distribution of the answer-sheets in the class rooms.

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

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

College Level: If a student is not able to appear for examination due to medical or any genuine reason examination is conducted for that student as per norms, provided that he/she submits application with proper documents. The grievances of the students with reference to assessment are addressed by the concerned teachers by showing his/her performance in the unit test. The answer sheets of such students are assessed by the faculty once again in the presence of the student. Any corrections in the total of marks or assessment of answer books, if required are done by the faculty members. Any student who is not satisfied with the assessment and award of marks may approach the concerned HOD who can intervene and seek opinion of another course teacher.

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

2.6 - Student Performance and Learning Outcomes

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

The college has clearly stated Programme Outcomes, Programme Specific Outcomes, Course Outcomes and Learning Outcomes. The Vision and Mission statements are displayed on the college website as well as in college campus. These outcomes have been set, taking into account the variety of programmes and the heterogeneity of rural and urban students. The Programme Outcomes are mentioned by the affiliating university in the syllabi prescribed to each class. Faculty and students are expected to know them by heart. In the beginning of every academic year the programme outcomes are verbally communicated to the students by teachers and during the Principal's address. They are also displayed on college

website and brochure. Course Outcomes as well as Learning Outcomes depend upon the nature of course and the subject concerned. They are also defined by university and are clearly mentioned in the syllabus of particular class and subject. The Programme Specific Outcomes are closely related to the content of the syllabus. They are syllabus oriented and may vary as per the subject.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://gctanda.ac.in/NAAC/other/Syllabi/2020-21/
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

1. At the beginning of every semester/year, the subject teacher conveys Course Objectives (CO) at the introductory level of respective subjects. 2. The copies of the syllabi are kept in the department. Students are told about the same at the beginning of the semester. The student can also download the syllabus from the website of Panjabuniversity www.puchd.ac.in 3. Following are the evaluation process For post-graduate courses (i) Seminar presentation (ii) Short quizzes or objective type questions (iii) Home assignments/tutorials Extension Work (iv) Project work if provided in syllabus e.g.- PGDCA. For under-graduate courses (i) Unit test (ii) Black-board presentation (iii) Quizzes or objective questions, if needed. (iv) Quarterly examination (v) Model examination (vi) Project work if provided in syllabus e.g.- B.Sc Agriculture. 4. The College consistently evaluates the attainment of the Programme Outcomes. The College Registrar Office maintains a record of the unit tests as well as the university results of all the students . These results are periodically evaluated by the Principal and the concerned teachers in order to pinpoint and adress the existing shortcomings.

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

2.6.3 - Pass percentage of Students during the year

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

302

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

2.7 - Student Satisfaction Survey

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

http://gctanda.ac.in/downloads/NAAC/sssr/2020-21/Student_feed_back_2020-21_1.4.2.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

3.1.2.1 - Number of teachers recognized as research guides

0

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

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

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

0

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

3.2 - Innovation Ecosystem

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

1. The institution has made efforts towards creating an environment conducive for creation and transfer of knowledge. the students are encourage to do a thorough job while delineatingtheir projects that are part of their course work.

2. The faculty members routinely present papers at national and international seminars. They are encouraged to undertake research work. Many of the faculty members are persuing their M.Phil and P.hds.

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

0

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

3.3 - Research Publications and Awards

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

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

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	No File Uploaded
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

0

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	No File Uploaded

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

19

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

3.4 - Extension Activities

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

The student volunteers visit neighbouring localities and

conduct various activities from time to time. Extension activities in the neighborhood communities with the aim of sensitizing students to social issues and their holistic development are carried out religiously by the institution. Our college organizes and participates in various extension activities with the dual objectives of not only sensitizing the students about various social issues but also contribute to the community and strengthen community participation. The college launched buddy program under the direction of the state. The following initiatives taken under the buddy programme;-

1. Poster making competition on war against drugs
2. Online webinar on drug abuse and illicit trafficking
3. Poster making competition was also organized on the teachings of Swami Vivekanand

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

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

4

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

57

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

0

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	No File Uploaded

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

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

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college has adequate physical and academic facilities required as per UGC guidelines to run the different programs. The college campus area is 43 acres. There are departments in Arts, Commerce and Science streams are located in the separate blocks in the college. A few Classrooms, Laboratories and Seminar Halls are well equipped along with computing system and Internet facility. Besides the building, the college has spacious playground for sports activities. The college has cultivated an atmosphere providing the importance to extra curricular and support services organized

by departments of National Service Scheme and National Cadet Cops The college campus is maintained with green, clean and neat atmosphere. Spacious gardens with pavements and pavers in the campus are developed for students' service. 'Eco-Friendly Open Class Room' is an initiative to provide the importance of Nature in the process of teaching and learning, cultivated in the campus..A Botanical garden maintained by department of botany on the other hand to give opportunities to our sport students grounds of badminton ,volleyball, athletics were provided.

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

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

The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor) and gymnasium. Cultural, gymnasium facilities are also available in the college. Its detail as given below:

1. **FACILITIES:-**College encourages sports activities. A number of players have played college level, district, university, state and even national level games. The college provides indoor games as well as outdoor games. Some of the outdoor games and indoor are given below

1. Volley ball
2. Basket ball
3. Handball
4. Athletics track(400 meter)
5. Badminton
6. Ghatka
7. Karate
8. Weightlifting

•

2. Cultural programs to conduct cultural activities in the college. There is a cultural committee in the college. This committee organizes many cultural programs including literary

events. Some interesting programs by the committee are debate, rangoli, painting, mehandi, quiz and poster making, essay writing, slogan writing, sangeet and drama preparation etc. The preparation for Music items is carried out in the Music department of the college. The students are prepared for participation in inter college competition and also for the youth festival of Punjab University Chandigarh.

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

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

6

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

60806

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Acquiring ,organizing and maintaining all collection of printed primary and secondary materials that will support the education ,research for both students and teaching faculty.The college aims at providing an environment conducive to the optimum use of library materials .Libaray acts as repository and hub of access to knowledge resources.

Library collection holds a rich collection of more than 45000 text as well as references books in the domain of English,Punjabi,Hindi,Geography,Political Science,Economics,Agriculture,Computer Science,Commerce,Philosophy,Science, Religion etc.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

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

E. None of the above

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

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

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

0

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	No File Uploaded

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

0

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

4.3 - IT Infrastructure

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

There are different digital technological facilities available in the collegeThere are 01- digitally equipped podium hall ,and 01-digitally equipped conference hall and

02-digitally equipped laboratories available in the college. A well equipped computer lab is also functioning in the college. The students of the college have access to the computerslab. The college building and the library building are facilitated with the Wi-Fi connectivity. There is a plan to extend the Wi-Fi connectivity facility to the newly constructed building (under the RUSA scheme). There is open access of Wi-Fi connectivity to all students and the staff members of the college. Some of the departments of the college are provided with computers and other related accessories. All teaching staff members use the ICT in the classrooms and laboratories, whenever needed. The different educational sites are shown to the students with the help of digital devices. Most of the official work is being done with the help of ICT. The college regularly maintains the IT facilities. Following are some basic facilities for updating: Computer is formatted on regular basis. College itself formats the computer without any fees and with the help of computer operators. The upgradation of admission process in college was carried out online admission software was purchased.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

50

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

C.10 - 30MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

46324

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The College has a well-defined policy and system in place for the maintenance and utilization of all its physical and academic facilities. Classroom management: Classroom being the most primary and important work space, it is managed with proper systems and procedures as recommended by the Management and the University. It is followed keeping in mind the modern teaching learning environment. There are 4 ICT enabled classrooms.

1. Locations of laboratory safety offire extinguishers help to assure protective measures to minimize the causalities.

2. General Instructions to students regarding the safe and secure usage while in the laboratory are displayed in each lab. Library For overall smooth functioning of the library, it is divided into following threemain sections and each section has its unique identity and with defined standard procedures the library works effectively and serves its patrons for information requirements.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

386

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

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

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided

by the institution / non- government agencies during the year	
nil	
File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above
File Description	Documents
Link to Institutional website	http://gctanda.ac.in/downloads/NAAC/other/Skills-Enhancement-initiatives-taken-by-the-institution/Skills-Enhancement-initiatives-taken-by-the-institution-2021.pdf
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
125	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
20	

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	E. None of the above
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File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

83

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

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

5.2.2.1 - Number of outgoing student progression to higher education

57

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

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

02

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

NIL

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

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

The College administration firmly believes in participative working and student-co-partnership. Students are represented in almost all the committees and associations of the College. As per the norms of the Panjab University , every year a students council is constituted. The meeting of this council is held periodically to plan future activities and to take stock of activities already completed in the College. Thus, the college is very sensitive and responsive to the student-related activities and assigns utmost importance to them.

Students are given exposure by getting them involved in administrative, co-curricular and extracurricular activities as members of different committees. They actively participate in committee meetings. The following is the list of Committees having student representation and engagement.

1. Class committee
2. Department Association Committee
3. Sports Committee

4. Cultural Committee**5. Internal Quality Assurance Cell****6. Anti-Ragging Committee****7. Anti Sexual Harassment Committee****8. Grievance Redressal Committee**

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)**5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year**

0

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

5.4 - Alumni Engagement

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

Our Alumni Association works for the overall development of students as well as that of the institution. in terms of academic planning, placements of students, career guidance and technological guidance. Our Alumni Association organizes:

1. Guest lectures by experts from various subjects and thus provides guidance to the students.
2. Some of our alumni are industrialists; they share their knowledge and expertise with the students.
3. Alumni Association provides information about the job opportunities available in their fields.
4. Our Alumni Association motivates the students for research activities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The college follows its vision and mission to serve students better. The governance of the college matches the vision and the mission of the college. Our vision and the mission are as follows:

MISSION •

1. To provide quality education to all students irrespective of caste, creed, religion and socio-economic status to uplift the society as a whole. •
2. To maintain excellent academic standard through innovation and effective teaching-learning method in a

joyful environment.. .

3. To create a learner-friendly environment and to make learning a joyful and fruitful experience. .
4. To foster scientific skills and academic excellence in this rural area. VISION Empowerment of common rural students through quality education to meet the global challenges at the lowest cost.

GOALS AND OBJECTIVES . To achieve academic excellence. .

1. To enable students at national and international level in all areas of life. .
2. To develop leadership qualities. .
3. All round development of the students. .
4. To promote the faculty towards quality research and examination.

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

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

The effective decentralized and participative management is visible in our college. Our college principal has decentralized power through academic staff council, which consists of senior staff members and principal. All the major decisions regarding the welfare of the college are taken in this council. Academic staff council is the thriving force behind multi-layered transparent governance system, which formulates policies and implements policies and important decisions are taken in it. Principal of our college decentralizes powers through well-defined and placed committee system in our college.

The academic affairs of the college are carried out by the registrar of the college. The formal planning and approval of the academic activities is monitored by the registrar of the

college. The student welfare committee is to facilitate student welfare and support programmes. Different types of committees are made to support co-curricular, extra curricular and cultural activities. Our college has student council which listens to the problems of the students and also solves these problems. It acts as a link between students and the principal.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Over the past 10 years the college has shown growth in various spheres like infrastructure, library, new department of computer science with two labs

Our College strategic plan includes the following:

- University approved curriculum is strictly adhered to and faculty members and students are encouraged to take up online short-term courses to enhance skills and technical abilities.
- The activities are planned in the beginning of every academic year through the Academic Calendar and suggestions are sought from faculty members.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	View File

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

In our institution, a proper hierarchical structure Committees are formed by the principal and all the designated tasks are completed through the committees only after following all the necessary rules and regulations. Thus, our institute follows a democratic and participatory approach of governance for achieving its goals. All the colleagues participate actively in the smooth functioning of the college. The college has a well-structured administrative and academic setup to consistently improve the quality and standard of education and to achieve excellence. Various types of committees are formed for the smooth running of the college by the principal for conducting various activities. Committees. Committees like the Admission Committee, NSS Committee, Press note committee, IQAC, Alumni Activity Committee, Website committee, NAAC Committee, Women safety Cell, Property Committee, Cultural Activities Committee, Red Cross Committee, UGC Committee, Bus Pass Committee, CCTV Maintenance Committee, Canteen Committee, Time Table Committee, Campus Beautification Committee work tirelessly for the betterment of the college.

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File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above
File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File
6.3 - Faculty Empowerment Strategies	
6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff	
<p>Our college has effective welfare measures in place for its teaching and non-teaching staff. The various welfare schemes are as follows:</p> <p>Welfare Measures for Teaching and non-teaching staff: The teaching staff is provided duty leaves for attending workshops/seminars/FDPs etc. The teachers have access to a well-equipped library, so that they can enhance their knowledge and keep them abreast of the latest study/research trends. Non teaching staff is also provided medical facilities/wheat loan/Cracker allowance etc. The other facilities are as follows.</p> <ol style="list-style-type: none"> 1. Medical Allowance 2. Child Educational Allowance 3. Maternity benefits as per norms 4. Child Care 5. Leave Travel Concession 6. All the non-doctoral staff members are encouraged to get enrolled for part-time Ph.D. program. 	

7. Free medical service for students and teachers

8. Opportunities for international exposure, as per norms

The following facilities are also provided to employees for efficient functioning :

1. Medical leave

2. Wi-Fi network available in college in college

3. Workspace

4. Computing facility

5. Canteen

7.Sports facilities

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

6.3.2 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

NIL

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

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

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

NIL

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

5

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

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

Our College strictly follows the UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff at college level, All regular appointments are made by government of Punjab on the recommendation of Punjab public service commission. our staff follows goverment policies and syallbus for effective teaching and learning, The govt has established a well defined structure and mechanism for appraisal of the faculty members, the following are parametres for faculty appraisal

a) The Principal writes the ACRs of all the permanent members of the staff.

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

b) Promotions are based on the PBAS proforma for UGC Career Advancement Scheme (CAS) that is based on the API score.

c) The institute undertakes a wide range of activities besides academics, for which faculty members are assigned additional duties and responsibilities, which are mostly voluntary.

d) The faculty members are informed by the principal ,well in advance of their due promotion.

e} Contractual ,partime and guest faculty staff is appointed

according to the norms of UGC, Their performance is continuously screened and examined by the principal himself

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

6.4 - Financial Management and Resource Mobilization

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

The college has a mechanism for internal and external audit to ensure financial compliance. The college assures resource mobilization through PTA and HEIS Funds. The rest of the funds/salaries/grants are provided by the state government. The college prepares budget for the salaries of the teaching and non-teaching staff. The budget is allocated to the college by the state government. Electricity bill/sewerage bill and other miscellaneous bills are paid through the treasury. All the work that is done in the college is done through the proper channel i.e. proper committees are formed for this purpose. Similarly, expenditure done from PTA/HEIS funds is also done by following proper rules and procedures. Certain grants are given to the college by NRIs and old students of the college. These grants are also used for the overall development of the college. These grants are got audited through an approved CA. The government also conducts internal as well as external audit of the expenditure/grants in the college on its own.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

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

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

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

Institute maintains and follows a well-planned process for the mobilization of funds and resources. PTA fund and HEIS fund are the two major sources that provide local level funding to the college. The process involves various committees of the institute as well as the Department Heads and Principal. Institute has designed some specific rules for the fund usage and resource utilization. .

1. Mobilization of Funds through various government grant . .

2. The local organisations and NGOs also sometime sponsor various types of seminars in the college.

3. Alumni activities are undertaken in the college regularly. Many alumni members contribute funds for activities and student welfare in the college.

Utilization of Funds:

The funds which are provided by the government are audited at the government level only. Funds like PTA Fund and HEIS fund are audited at the local level through a certified CA. The committee designated for a specific task calls for quotations and follows the due procedure. A comparative statement is formed and the vendor who has quoted the least price is given

the order. In case the expenditure is large, tenders are also floated. In addition to this, quotations are also scrutinised at the college level by the bill clerk.

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Our college has a proper IQAC cell. This cell of the college works towards improving and maintaining the quality of education. It ensures that all the quality parameters are adhered to. It also strives hard to maintain the quality of courses, which are run through the HEIS system. IQAC cell is an important entity of the college that helps in maintaining the overall quality of the institution. The IQAC Cell of the college works towards improving and maintaining the quality of education, identifying and suggesting new ways of using teaching aids, developing suitable infrastructure, and offering suggestions for the new self-finance courses. IQAC is an effective and efficient internal coordinating and monitoring mechanism. Sub-committees are formed in this cell by the principal and these sub-committees are assigned different tasks to ensure the compliance of all the quality parameters.

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of

operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Our college has established the IQAC cell, which works towards ensuring quality education and inculcating quality culture among the students and staff. The IQAC works on the different quality parameters as follows:

1. Promote industrial involvement in academic practices by organizing industrial training, industrial visits, workshops, and guest lecturers etc.
2. Implementation of Outcome-based learning education in each program.
3. Introduces the aptitude classes and soft skill classes for students to enhance personality and employability.
4. Conducting quality programs i.e., seminars, webinars, guest lectures, conferences, etc.

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

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

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Gender sensitivity is an inherent value in the cultural ethos of the institute and its neighboring community, as is evident by the following facilities -

(a) Safety and Security

1. Security checkpoints at maincampus entryand exit.
2. Extensive surveillance network with 24x7 monitored control rooms.
3. The Proctorial Committee includes male and female proctors at institute as well as faculty level.
4. Strict implementation of Anti-Ragging, Anti-Smoking/Tobacco and Mobile Free Campus.
5. Awareness campaigns on women safety and gender sensitivity through street plays (Nukkad Natak), rallies and camps by Red Ribbonand NCC student volunteers.
6. The Institute is the preferred destination of parents for education of their female.
7. There is provision for reservation of Single girl child

(b) Counselling

1. To conduct Activities for students regarding Entrepreneurship Development and Career Enhancement.
2. Formal and informal avenues for counseling male and female students and staff for academic and other issues/problems.
3. Class and Proctorial Committees are available for counseling of both males and females' students.
4. Addressing issues like Depression, Frustration arising out of Failures through Yoga sessions.
5. To review the minutes and the Action Taken Reports of the Women Empowerment Cell, Internal Complaint Committee, Anti-Sexual Harassment Committee, Grievances Redressal Committee and ensure redressals in time.
6. To encourage girls students to join NCC and Red Ribbon Club, and ensure equal rights and participations in regular Heritage & cultural activities.

File Description	Documents
Annual gender sensitization action plan	<u>Action plan of the Session 2020-21</u>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<u>Girls Common Rooms, Lawns for Boys and Girls</u>

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	D. Any 1 of the above
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File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	View File

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

1. Solid Waste: Solid waste like paper, glass, food residue and packaging material, regular different useless material, wood, metals, leather, cardboard etc. is collected in appropriate bins which is then disposed of in a low line area of the college campus.

2. Liquid Waste: Liquid Waste is mostly generated in our college as:

1. Septic tank effluents from various sanitary blocks, water used for washing and cleaning of utensils etc. from canteen.
2. Wastewater from laboratories using chemicals.

waste water from the sanitary facilities is dumped into septic tanks in the campus.

3. E-Waste management : E-waste or electronic waste is created when an electronic product is discarded after the end of its useful life. E-waste mainly includes obsolete electronic devices, such as computer systems, servers, monitors, compact discs (CDs), printers, scanners, copiers, calculators, fax machines, battery cells etc. E-waste is disposed off through vendors.

4. Waste recycling system : 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.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	No File Uploaded

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

A. Any 4 or all of the above

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

7.1.5 - Green campus initiatives include

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

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

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the

institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	B. Any 3 of the above
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File
7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	D. Any 1 of the above

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

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Our institution is following the same policy as adhered by Punjab university Chandigarh.

<https://csseip.puchd.ac.in/>

The College strives to provide an inclusive environment through tolerance and harmony.

The college allows admission to students belonging to all categories including SC, BC, Riot affected, freedom fighters, etc,

Students from other states are also given admissions.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Plantation Programme : Institution takes pride in launching the Plantation Programme wherein the focus does not stop with

the sound academic foundation of the student community but it moves a step forward to develop them as better citizens of the country.

Independence Day :The College celebrates the Independence every year. Independence Day celebrations in Indian colleges serve as a reminder of the sacrifices made by freedom fighters and aim to inspire students to uphold the values of freedom, unity, and progress. Which instill a deep sense of patriotism and ignite a passion for serving the nation.

Republic Day : Republic Day is a significant national holiday in India celebrated on January 26th each year. It commemorates the day when the Constitution of India came into effect in 1950, marking India's transition from a dominion to a republic. Republic Day celebrations in India are grand and showcase the country's rich cultural heritage and military prowess. vigorously.

Constitution day: 'Savidhan Divas' Constitution day was celebrated on 26th November 2020 and students have participated in Elocution and Quiz contest with all insights which in turn contributed to the ideal Constitutional values and the Fundamental Duties and Rights of Indian Citizens.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Plantation Program, Independence Day, Republic Day, Constitution Day, and other Activities.
Any other relevant information	Nil

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

A. All of the above

4. Annual awareness programmes on Code of Conduct are organized

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

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

Republic day- The institution celebrates Republic day on 26th January every year, commemorating the adoption of Indian constitution and spreading the message that India is the largest democratic country in the world. The celebration includes the hoisting of national flag and spreading a warm message of nationalism in a speech by the Principal.

Independence Day- Independence Day is celebrated every year on 15th of August, parades and flag hoisting is organized and is celebrated to mark freedom of India from British rule. The institution encourages students to remember our national leaders and their sacrifices.

Gandhi Jayanti - Gandhi Jayanti is celebrated every year on 2nd October to understand the ideology of our great leader Mahatma Gandhi wherein pledge is taken by students and staff. In today's times we inspire students of our institution to follow the Gandhian ideologies of truth and nonviolence and inspire them to contribute towards the peace and prosperity of the Nation.

Martyr's Day - Martyr's Day is observed to salute the Father of the Nation and the other martyr soldiers on 31st October every year.

Yoga day- International Yoga day is celebrated on 21st June

every year.

Sadbhavana Diwas

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

7.2 - Best Practices

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

1. **OPEN GYM** : Our Institution has an open gym in college which is a valuable and beneficial practice for students, staff as well as for the local community. Here are some reasons why an open gym can be considered a best practice:

Overall, having an open gym in college is a best practice that can contribute to the holistic development of students by promoting physical fitness, mental health, community engagement, skill development, academic success, and overall well-being.

2. **HONESTY SHOP**: The College began a novel project, which turned out to be one of the greatest institutional practices. Imandari Ki Dukan, an honest shop, is effectively operating at the college. It makes it possible to assess and teach students the importance of honesty. An owner-free booth that was equipped with office supplies was set up for this. There was a stand where students could purchase stationery and handle their own payment. In exchange for the students honesty, payments were deposited into the owner's free tiny money bank. The money that was collected was also applied to this endeavor. Due to the students enthusiastic participation, this practice has proven to be quite successful.

File Description	Documents
Best practices in the Institutional website	<p><u>1. OPEN GYM : Our Institution has an open gym in college which is a valuable and beneficial practice for students, staff as well as for the local community. Here are some reasons why an open gym can be considered a best practice: 1. Promotes Physical Fitness: An open gym provides students with a dedicated space to engage in physical exercise and promotes a healthy and active lifestyle. Regular exercise has numerous benefits, including improved physical health, stress reduction, increased energy levels, and better overall well-being. 2. Enhances Mental Health: Exercise is known to have positive effects on mental health. By having an open gym on campus, students have access to a resource that can help them manage stress, reduce anxiety, and improve their mood. Regular exercise has been shown to boost endorphins, which are known as</u></p>
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

"IF DAUGHTER EDUCATED IT IS EQUIVALENT TO AN EDUCATIONAL INSTITUTION"

Motivating Parents for encouraging their daughters to pursue primary to higher education. It is very much importance in the overall progress and development of the institution. With this view our college has its own mission statement accordingly we always try to function uniquely, innovatively and distinctively from the other institutions. As far as our Mission and Vision is concerned, college always try to implement the distinctiveness in the work. Our college has a large number of students from the surrounding villages.

The girl students are more in number. Most of the students from rural areas & poor background, but they are not poor in talent, knowledge and humility. Our college staff identify their talent and encourage them as per our mission statement, 'our aim is to bring the girl students into the main stream of higher education'.

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

7.3.2 - Plan of action for the next academic year

1. To recruit and retain well qualified motivated faculty.
2. To provide amenities and sports facilities in harmony with nature.
3. To provide holistic value-based education and inculcate entrepreneurial abilities in students to face the challenges of corporate world.
4. To arrange career guidance programmes.
5. The University plans to have an open auditorium for organizing cultural and other activities for the community development and engagements.
6. The University plans to organize regular capacity building workshop/training programmes for the teaching and non-teaching staff.
7. To strengthen the research base of the teachers and the students, university plans to hold seminars and conferences of national and international repute.
8. During the next academic year, the University plans to increase the ICT enabled capacity in teaching learning process and also create new e-content development facilities.
9. Special effort shall be given to strengthen the Alumni Association and increase Alumni engagement in the University activities.
10. The University plans to evolve strategic plans to generate more alternative energy through solar power and increase the solar energy alternatives.