



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		GURU NANAK COLLEGE OF EDUCATION
Name of the head of the Institution		Dr. Vidhi Bhalla
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		08725002737
Mobile no.		8725002701
Registered Email		gnce03@rediffmail.com
Alternate Email		sgndet@gmail.com
Address		Vill Dalewal, P.O. Hariana
City/Town		Hoshiarpur
State/UT		Punjab
Pincode		144208
<b>2. Institutional Status</b>		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	Self financed
Name of the IQAC co-ordinator/Director	Ms.Neelam Raju
Phone no/Alternate Phone no.	08146866887
Mobile no.	8146866887
Registered Email	gnce03@rediffmail.com
Alternate Email	sgndet@gmail.com

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="http://gnce.ac.in/wp-content/uploads/2021/09/AQAR-2018-19-GNCE.pdf">http://gnce.ac.in/wp-content/uploads/2021/09/AQAR-2018-19-GNCE.pdf</a>
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### 4. Whether Academic Calendar prepared during the year

Yes

if yes,whether it is uploaded in the institutional website:  
Weblink :

<http://gnce.ac.in/wp-content/uploads/2021/09/Academic-Calendar-2019-20.pdf>

### 5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	A	3.13	2017	30-Oct-2017	30-Oct-2022

### 6. Date of Establishment of IQAC

04-Jun-2008

### 7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Value-added course (soft skills)	05-Aug-2020 01	74
Value-added course (mask	17-Apr-2020	154

making)	01	
Extension Lecture	15-Apr-2020 01	100
National seminar	27-Feb-2020 01	300
<a href="#">View File</a>		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
College Development Council	N.A.	Panjan University Chandigarh	2020 01	30000
<a href="#">View File</a>				

**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

2

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

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

No

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

National seminar conducted Extension Lecture conducted, Quality Enhancement of Laboratories, Value added courses conducted

[View File](#)

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

Plan of Action	Achievements/Outcomes
? Prepare Comprehensive Academic	? The Academic Calendar was followed

Calendar ? Extension Lectures by Experts ? Organization of Curricular and CoCurricular Activities ? Create new and update existing Teaching Learning Class room Resources ? Planning for Special Coaching Classes for PTET/CTET etc. ? Conduct One National Level Seminar

completely ? Three Extension Lectures by External Experts Conducted ? 14 Activities Organized ? Several new PPT Lectures prepared ? 31 Students availed Coaching ? One State Level Seminar Organize

[View File](#)

14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body

Meeting Date

Management

07-Nov-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

Yes

Date of Visit

03-Jun-2019

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2020

Date of Submission

19-Feb-2020

17. Does the Institution have Management Information System ?

Yes

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

Management Review Meetings Feedback Analysis Placement/ Career services support

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

We strictly follow Panjab University to run the syllabi of curriculum and also the guidelines of UGC and NCTE for the effective functioning of institute. Principal of the institute distribute work load among faculty members. we use different techniques and tools to make teaching and learning more effective.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate

Diploma Courses

Dates of Introduction

Duration

Focus on employ ability/entreprene

Skill Development

N.A.	N.A.	Nil	0	urship	N.A.	N.A.
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## 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	N.A	Nil
No file uploaded.		

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	N.A.	Nil

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

## 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Interior Decoration	05/02/2020	23
Gardening	05/02/2020	79
Candle making	06/02/2020	51
Soft Skills	05/08/2020	74
Mask making	17/04/2020	154
<a href="#">View File</a>		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BEd	Education	172
<a href="#">View File</a>		

## 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
The institute designed structured feedback questionnaire for students,

Teachers, Parents, Alumni and stakeholders to obtain the feedback on regular interval. Feedback from TP Schools to assess Practical Teaching Skills Feedback from Employers for assessment of Employability of students trained in current curriculum. IQAC Club analyses the feedback on the parameters.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MEd	Education	50	30	22
BEd	Education	200	180	172
<a href="#">View File</a>				

### 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	172	13	23	7	Nil

### 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
30	30	5	3	2	5
<a href="#">View File of ICT Tools and resources</a>					
<a href="#">View File of E-resources and techniques used</a>					

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

Yes, Students mentoring system is available in the institution. Student progression is monitored by mentor system and delegatory decentralized leadership. The institution monitors and ensures the achievements of the learning outcome through • Academic Calendar • Academic Audit • Analysis of the tests, examination results. • Collection and Analyses of feedback • Result evaluations, Placements, Research paper writings . • Regular observations , Regular meetings and alumni meets.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
185	30	1:6

### 2.4 – Teacher Profile and Quality

#### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
35	30	3	Nil	2

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	N.A.	Nil	N.A.
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## 2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BEd	Education	1	16/01/2020	13/08/2020
MEd	Education	1	16/01/2020	09/07/2020
<a href="#">View File</a>				

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

- Scheduling of Internal Examination
- Online course delivery
- Online videos
- Availability of prescribed pattern based Question papers in internal examinations
- Provision of Internal assessment through online mode.
- Monitoring the attendance of students
- Result review meetings

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

Institution having academic calendar as per schedule for implementations of curricular, co-curricular and extra curricular activities as prescribed by Panjab University. At the beginning of academic session the academic calendar is prepared and same is uploaded on college website and displayed on notice boards and at strategic locations. Only the head of the institution can incorporate minor changes in academic calendar which She may deem fit considering the unforeseen circumstances. The tentative Schedule of All Examinations is given in academic calendar, but it is implemented as per Panjab university notifications.

## 2.6 – Student Performance and Learning Outcomes

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

<http://gnce.ac.in/wp-content/uploads/2021/09/Programme-Learning-Outcomes.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
1101	BEd	Education	172	172	100
1123	MEd	Education	13	13	100
<a href="#">View File</a>					

## 2.7 – Student Satisfaction Survey

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

<http://gnce.ac.in/wp-content/uploads/2021/09/STUDENT-SATISFACTION-SURVEY-REPORT-2019-20.pdf>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	00	N.A	0	0
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### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Workshop on Basics of Research	Research Cell	11/11/2019
Workshop on Career Talk	Placement Cell	28/01/2020
Workshop on Data Analysis	Research Cell	30/07/2020

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

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

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

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	N.A

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

Name of the Department	Number of PhD's Awarded
N.A	Nil

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

Type	Department	Number of Publication	Average Impact Factor (if any)
Nil	Nil	Nil	0



No file uploaded.

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

Department	Number of Publication
Education	5
<a href="#">View File</a>	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
N.A	N.A	N.A	Nil	0	00	Nil
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nil	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	17	Nil	20
Presented papers	Nil	25	Nil	Nil
Resource persons	Nil	6	7	2
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### 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Extension Lecture on Basics of Research	Research Cell	6	35
Extension Lecture on Dynamics of Communication	Literary Club	14	200
Extension Lecture on Role of Media During Pandemic	IQAC	16	320

Extension Lecture on Challenges of Classroom in online mode	Library Club	18	300
Social Awareness	Red Ribbon Club	10	180
Extension Lecture on Communication in Virtual Environment	IQAC	18	280
Extension Lecture on Classroom Teaching and Virtual Teaching	Literary Club	18	300
Extension Lecture on Best Practices of Virtual Teaching	IQAC	17	225
Extension Lecture on Awareness about Safety in COVID-19	Sports Club	15	225
Extension Lecture on Statistical Analysis in Research	Research Cell	6	33
<a href="#">View File</a>			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Nil	Nil	Nil	Nil
No file uploaded.			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Mothers Day	Women Cell	Greeting card and Videography	16	300
World Environment day	Peace Club	Tree Plantation and Rangoli Making	18	220
COVID-19 Awareness	Peace Club	Poster Making and Displaying	6	255
Social Awareness	Red Ribbon Club	Rally	10	230
Art and Craft Activity	Red Ribbon Club	Mask Making	8	300
International Yoga day	Sports Club	Online Yoga and Fitness Training	16	250

**3.5 – Collaborations****3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year**

Nature of activity	Participant	Source of financial support	Duration
Extension Lecture	Students and Teachers	Management	1
Extension Lecture	Students and Teachers	Management	1
Extension Lecture	Students and Teachers	Management	1
Extension Lecture	Students and Teachers	Management	1
Extension Lecture	Students and Teachers	Management	1
Extension Lecture	Students and Teachers	Management	1
Extension Lecture	Students and Teachers	Management	1
Extension Lecture	Students and Teachers	Management	1
Extension Lecture	Students and Teachers	Management	1
Extension Lecture	Students and Teachers	Management	1

[View File](#)

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Permanant	Internship	Shri Guru Gobind Singh Public School Begpur Kamlooh	01/08/2019	30/11/2019	15
Temporary	Internship	Govt Sr Sec School Janauri	01/08/2019	30/11/2019	14
Permanent	Internship	Govt Sen Sec School Bassi Wazid	01/08/2019	30/11/2019	13
Permanenyt	Internship	Mai Bhagwati Girls High School	01/08/2019	30/11/2019	13

Permanent	Internship	H.D.N. Sr. Sec School Haryana	01/08/2019	30/11/2019	14
Permanent	Internship	Kallar Khalsa Sen Sec School Haryana	01/08/2019	30/11/2019	14
Permanent	Internship	Govt Sen Sec School Bhunga	01/08/2019	30/11/2019	13
Permanent	Internship	Govt High School Kang Mai	01/08/2019	30/11/2019	12
Temporary	Internship	Govt Sen Sec School Dholwaha	01/08/2019	30/11/2019	12
Permanent	Internship	Khalsa Sen Sec School Garhdiwala	01/08/2019	30/11/2019	14
<a href="#">View File</a>					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Donal J Ross Enterprises Ltd. Ontario Canada	09/10/2019	Bio-Gas Facilities In India	3
H.D.N Sr. Sec School Haryana	04/10/2019	Internship and Sharing Resources	3
Shri Guru Gobind Singh Public School Begpur Kamlooh	03/10/2019	Internship and Sharing Resources	3
Shri Guru Gobind Singh College of Education Begpur Kamlooh	05/10/2019	Sharing of Resources	5
Bharat Vikas Parishad Mukerian	23/10/2019	Sharing resources	3
Kallar Khalsa Sr. Sec School Haryana	04/11/2019	Internship and sharing resources	3
<a href="#">View File</a>			

#### **CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES**

##### **4.1 – Physical Facilities**

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
150000	103499

#### 4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
<b>No Data Entered/Not Applicable !!!</b>	
No file uploaded.	

### 4.2 – Library as a Learning Resource

#### 4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Bibliosoft	Fully	3.1	2017

#### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	13383	2052294	20	5095	13403	2057389
Reference Books	792	442657	4	2143	796	444800
CD & Video	127	13900	5	750	132	14650
<a href="#">View File</a>						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	Nil	Nil	Nil
No file uploaded.			

### 4.3 – IT Infrastructure

#### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	50	35	20	0	0	3	5	8	7
Added	2	0	0	0	0	0	2	12	0
Total	52	35	20	0	0	3	7	20	7

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

20 MBPS/ GBPS
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#### 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
nil	Nil

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
50000	37918	150000	103499

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

Procedures and policies for maintaining and utilizing physical, academic and support facilities The college ensures optimal allocation and utilization of the available financial resources for maintenance and upkeep of different facilities by holding regular meetings of various committees constituted for this purpose and using the grants received the college as per the requirements in the interest of students. Laboratory- Record of maintenance account is maintained by lab technicians and supervised by subject faculties of the concerned departments. Other measures to maintain laboratories are as follows: The calibration, repairing and maintenance of sophisticated lab equipment are done by the technicians of related owner enterprises and record of maintenance is maintained by teachers and instructors and supervised by principal. Classrooms- College has sufficient classrooms according to requirements of classes. All the classrooms are well maintained and well ventilated. The college development fund is utilized for maintenance and minor repair of furniture and other electrical equipment. With the help of the two full time sweepers cleanliness of class rooms is maintained. They are well equipped with modern tools of cleaning such as mops, gloves and vacuum cleaner. Students as well as faculty can convey their problems which are resolved within a set time frame. Students are sensitized regarding cleanliness and motivated for energy conservation by careful use of electricity in classrooms. Library- The requirement and list of books is taken from the concerned departments and principal is involved in the process. The finalized list of required books is duly approved and signed by the Principal. Every year in the beginning of session, students are motivated to register themselves in library, library card is issued. Provision of suggestion box is also available. Their continuous feedback helps a lot in introducing new ideas regarding library enrichment. To ensure return of books, 'no dues' from the library is mandatory for students before appearing in exam. The record of visitors and movement register on daily basis is maintained. Sports: Each academic year seeks fresh enrolment of students for indoor/outdoor tournaments. Practices for indoor/outdoor tournaments are held in the mornings/evenings respectively. Sports equipment purchase is done as per the requirements. All the details of the team's financial aspects are recorded. ICT-related services: For ICT maintenance technical personnel is appointed on campus and to manage ICT a system administrator is appointed. A periodic check of all the devices and maintenance of software is carried out as and when the need arises. If the system requires any repairs, a maintenance slip is filled and given to the office. The technical personnel does the needful. Other facilities Periodical servicing of facilities like Water filters, A.C.s, Fire extinguishers, LCDs, etc. are done as per the academic calendar. All classrooms washroom upkeep is regularly carried out by special supporting staff, the supervision of which is done by the committee in charge. Regular building maintenance is carried out at periodic intervals.

<http://gnce.ac.in/wp-content/uploads/2021/09/Procedures-and-policies-2019-20.pdf>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	scholarship	16	445000
Financial Support from Other Sources			
a) National	N.A.	Nil	0
b) International	N.A.	Nil	0

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Personal Counselling	17/01/2020	125	01
Remedial Teaching	13/11/2019	150	02

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Students Welfare Scheme	21	18	8	13

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
5	5	2

### 5.2 – Student Progression

#### 5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Different Institutes of Trust	150	5	Govt Aided and Private schools	145	15

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#### 5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	70	B.Ed	Education	File is attached with	M.A/M.Sc/M.Ed

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#### 5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	8

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

Activity	Level	Number of Participants
list is attached with	institute level	170

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### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Debate 1st prize	National	Nill	18	131	Richa Sharma
2019	Mitti De khidone making 2nd prize	National	Nill	18	92	Renuka
2019	pakhi Designing 2nd prize	National	Nill	18	125	Ranjit kaur
2019	Knitting 3rd prize	National	Nill	18	109	Anita
2019	Geet/ Gazal 3rd prize	National	Nill	18	216	Balwinder singh
2020	Skill-in Teaching of Commerce 2nd prize	National	Nill	18	71	Poonam
2020	Skill-in Teaching of Punjabi	National	Nill	18	92	Renuka



	3rd prize					
2020	Skill-in Teaching of SST 3rd prize	National	Nil	18	109	Anita
<a href="#">View File</a>						

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

students have active representation. there are different committees organised on academic and administrative level in the institute. Meetings under each committees are held regularly. Different activities are organised under each committees. These activities enhance the different skills and confidence in each student.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

yes the institute has a Alumni Association. The Alumni Associations are active every year and has successfully conducted the annual alumni meet. Few of Alumni working as Lecturer and many of them are working as teachers in private and Govt schools.

5.4.2 – No. of enrolled Alumni:

104

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

5000

5.4.4 – Meetings/activities organized by Alumni Association :

Reunions Arranging donation books from Alumni Arrangements of Alumni meet

### CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Institution practices Decentralization and Participative Management. The success of an institution is the result of the combined efforts of all who work towards attaining the vision of the institution. Right from the President of the Management Committee to the staff and students, all the stakeholders have a role to play in building of the college. Their involvement and cooperation in devising and implementing decision making policies for academic and administrative affairs through various bodies and committees have contributed to the growth of the college. Institution focuses keen on decentralization by intending equal opportunity (equal role to participate is the functioning of the Institution management comprises of management committee, college governing council and each committee has been provided with specific functions cater to the needs of institution for the ongoing progress and development of the Institution. Management committee takes care of infrastructure facilities which fulfil the quality and the required needs of the higher education bodies to reach the set goals or bench -marks of the Institution. It also extends all the amenities for the teaching and non-teaching faculty and students. College Governing Council takes care of financial management and the implementation of facilities for the institution with the cries to upgrade the standard of

amenities which supports effectively the teaching learning and research aspects. It guides and articulates the available resources and provides freehand to the head of the Institution to carry out the activities in order to reach the expected maximum standard in turn to motivate the teaching and non teaching faculty to work according to the goal set. Teacher guardian committee is available in college taking care of students from first year of student's admission. The Principal, Heads of the departments, teaching and non teaching faculty along with student union members, class student representatives together concentrate on fostering the progress of institution by sharing the responsibilities and participate growth of institution and to act according to the aims and objectives of the Institution.

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

Yes

## 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Examination and Evaluation	<ul style="list-style-type: none"> <li>• Online Unit Tests</li> <li>• Online House Examinations</li> <li>• Availability of House Examinations results through online mode</li> </ul>
Teaching and Learning	<ul style="list-style-type: none"> <li>• Online Teaching via digital platforms</li> <li>• Effective communication through collaborative learning</li> <li>• Media</li> </ul>
Research and Development	<ul style="list-style-type: none"> <li>• Provision of computer and wi-fi facility for the students for Research purpose</li> </ul>
Library, ICT and Physical Infrastructure / Instrumentation	<ul style="list-style-type: none"> <li>• Enhancement of Library Resources</li> <li>• Grow with nature</li> </ul>
Admission of Students	<ul style="list-style-type: none"> <li>• Enquiries are handled also through online mode</li> </ul>
Industry Interaction / Collaboration	<ul style="list-style-type: none"> <li>• more collaborations for quality enhancement and personal development</li> </ul>

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

E-governance area	Details
Student Admission and Support	<ul style="list-style-type: none"> <li>• Online Admission Inquiry through Portal</li> <li>• Counselling to new comers</li> <li>• Online Registration</li> <li>• Online Admission Process</li> </ul>
Finance and Accounts	<ul style="list-style-type: none"> <li>• Provision for Online submission of Fees for the students by Using Online Transactions.</li> </ul>
Examination	<ul style="list-style-type: none"> <li>• subject-wise course plans and question banks</li> </ul>

## 6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended	Name of the professional body for	Amount of support
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		for which financial support provided	which membership fee is provided	
Nil	N.A	N.A	N.A	Nil
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2020	Extension Lecture on Classroom Teaching and Virtual Teaching	N.A	13/08/2020	13/08/2020	18	Nil
2020	Extension Lecture on Basics of Research	N.A	21/02/2020	21/02/2020	7	Nil
2020	Extension Lecture on Statistical Analysis in Research	N.A	02/04/2020	02/04/2020	7	Nil
2020	Extension Lecture on Challenges of Classroom in online mode	Extension Lecture on Challenges of Classroom in online mode	04/05/2020	05/05/2020	18	3
2020	Extension Lecture on Role of Media During Pandemic	Extension Lecture on Role of Media During Pandemic	04/06/2020	04/06/2020	17	3
2020	Extension Lecture on Communication in Virtual En	Extension Lecture on Communication in Virtual En	23/07/2020	23/07/2020	19	3

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vironment

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Webinar on continuous and comprehensive evaluation	1	09/09/2020	09/09/2020	1
Webinar on Education Policy 2020	3	12/09/2020	12/09/2020	1
Webinar on Social movements in south India	2	11/09/2020	11/09/2020	1
Webinar on Pandemic COVID-19	1	02/06/2020	02/06/2020	1
DYW teacher training workshop	1	09/05/2020	10/05/2020	2
Webinar on Recent Advances in understanding eukaryotic protein synthesis	1	29/05/2020	29/05/2020	1
Webinar on E-content development during COVID-19	1	07/09/2020	13/09/2020	7
Webinar on shri guru teg bahadur ji	1	14/09/2020	14/09/2020	1
Training program on Labview programming and its applications	1	24/08/2020	29/08/2020	6

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	Nill	Nill	Nill

### 6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<ul style="list-style-type: none"> <li>•PF •Provisions and facilities for professional growth • Annual increments</li> <li>•Transport Facility</li> </ul>	<ul style="list-style-type: none"> <li>• PF • Conveyance • Provisions and facilities for professional growth • Transport Facility</li> </ul>	<ul style="list-style-type: none"> <li>• Fee Concessions for economically weaker • Fee concessions for parentless students • Fee Concessions for Fatherless students • Fee Concessions for girl child • Fee Concessions for Siblings • Full Fee Concessions for Needy Students</li> </ul>

## 6.4 – Financial Management and Resource Mobilization

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

Institution regularly conducts internal and external financial audits. It has a full-time Treasurer and Accounts Department since inception to ensure maintenance of annual accounts and audits. 1. The following agencies conduct regular financial audit in the Institute: External Audit: External Audit is conducted by the following: (a) CAG through Auditor General (AG) (b) Chartered Accountant of the Institute Internal Audit: Internal Audit is conducted by an Internal Auditor. 2. AG, conducts statutory audit covering all financial and accounting activities of the Institute. This includes scrutiny of the following: (a) all receipts from fee, donations, grants, contributions, interest earned and returns on investments (b) all payments to staff, vendors, contractors, students and other service providers. 3. All observations/objections of AG are communicated through their report. These objections are examined by separate committees of the institute consisting of Assistant Registrar (Accounts), Internal Auditor, concerned Head of the Department and any other member nominated by the Director. Draft report is submitted to Treasurer and Director, (if necessary) for finalizing compliance report of the Institute. AG's audit for the previous years have been completed and replies have been submitted to their satisfaction. It is pointed out that no serious objection/irregularity is outstanding. No Draft Para has ever been issued against the Institute by AG. 4. Chartered Accountant of the Institute conducts regular accounts audit and certifies its Annual Financial Statements. 5. Work of Internal Audit of the Institute has been entrusted to the Internal Auditor of the Institute.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
N.A	0	N.A
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### 6.4.3 – Total corpus fund generated

0
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## 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority

Academic	Yes	Panjab University, Chandigarh	Yes	College Management
Administrative	Yes	Panjab University, Chandigarh	Yes	College Management

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

1. Regular parent -teacher meet to discuss about the educational progress of the students 2. Suggestions regarding academic and administrative reforms are heartily welcomed and implemented 3. Parents are always extent their supportive hands

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

To nurture and retain talent the college authority support the staff in following ways- 1. Refresher course and orientation course 2. Research orientated publication and seminar 3. Free Lectures for self study 4. Group discussions

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

1. Teachers are encouraged to engaged them selves in various research oriented activities. 2. Students are engaged in more Artistic and creative activities. 3. Whole administrative process has been Computerized.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2020	National Seminar	27/02/2020	27/02/2020	27/02/2020	300
2020	Extension Lecture on Best Practices of Virtual Teaching	15/04/2020	15/04/2020	15/04/2020	242
2020	Extension Lecture on Statistical Analysis in Research	02/04/2020	02/04/2020	02/04/2020	41
2020	Extension Lecture on Basics of Research	21/02/2020	21/02/2020	21/02/2020	42
2020	Extension Lecture on	05/05/2020	05/05/2020	05/05/2020	215



		community					
2020	5	5	14/03/2020	01	workshop on english communication skills for the girls who came from rural background	To bring them to main stream	105
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#### 7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Student Handbook	05/10/2019	The admitted students should always carry their Identity Cards for entry into the campus. The U.G students should come to the college in the prescribed uniform, failing which their entry will be restricted. The students are provided with concessional bus passes to commute.

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
guest lecture on art of right thinking	17/07/2020	18/07/2020	196
World Population Day	11/07/2020	11/07/2020	183
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#### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. College campus cleaning on 24 October 2019
2. Environmental awareness 05 JUNE 2020
3. Ban on use of plastic / polythene covers
4. Plants as Gifts: Gifting of plants is made as a practice for welcoming the guests for all programs and events in campus

### 7.2 – Best Practices

#### 7.2.1 – Describe at least two institutional best practices

Best Practices a) Communication Skills and Resource Development Programme To upgrade the teacher education program a unique concept of communication Skills and Resource Development Programme has been incorporated into the college curriculum. 'Communication Skills and Resource Development Programme' has been introduced by the institution for the development of global competencies among the students and the institute provides a conducive environment. Training in ICT skills is provided, modules related to various domains of knowledge are



prepared using ICT. Other modules covered under this program are- Soft Skill development • Effective communication Skills • Interpersonal Skill • Resume Writing • Mock Interviews • Continuous and Comprehensive Evaluation • Development of Teaching aids • Effective use of Teaching aids The communication Skills and Resource Development Programme has been introduced to increase employability skills and overall personality development of the students. It caters to the need and demands of both advanced learners as well as Slow Learners. b) Organization of Morning Assembly by mentor groups Morning assembly is organized on the daily basis in the Assembly hall of the college where students recite prayers, discuss current news, thoughts, and talks on various societal and current. All the national and international days are celebrated in the morning assembly. The institution tries its best to inculcate the moral and spiritual values among the student teachers through morning assembly. It is compulsory for every student teacher to participate in the morning Assembly • Emphasis on Indian Value System through morning assembly, clubs societies, and curricular activities • Morning Assembly by each mentor group (starts with religious prayer, then 2-3 speeches by students, news, thought of the day, important facts, stories, PowerPoint presentations, a teacher's address ends with National Anthem, all students attend in college uniform. In the morning assembly, videos and presentations related to diversity are highlighted. On the national and international important day's celebration skits, Plays, poems, declamations, songs, ppt presentations etc. activities are included in the normal morning assembly routine All the mentors in charge prepare a cumulative record profile of the students to keep a track of their development. c) Concessions in Fess to the economically weaker students The institution has the provision to help the poor and needy students by giving concessions according to the needs of the students and also observing the financial conditions of the family of students. d) Adoption Policy The institute introduced a policy under which the 5 seats are reserved for economically weaker students are adopted for the full duration of their course. Firstly the Management verifies the financial conditions of the student from various available sources. Secondly the students are required to submit the low income certificate issued by the government bodies. The needy and eligible candidates are selected and adopted for full duration of course for free education in the institution.

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

<http://gnce.ac.in/wp-content/uploads/2021/09/Best-Practices-agar-2019-20.pdf>

### 7.3 – Institutional Distinctiveness

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

Institutional distinctiveness The college Motto, "Aspire, Act and Achieve" clearly reflects its goals and mission. The college has achieved many milestones in academic, cultural, sports and professional activities Management and Faculty provide tremendous emotional support to students. Since more than 70 of the students are females, Woman centered mentoring is in place for all students. At times of personal and family bereavement faculty visit homes and provide unstinted support. Faculty interacts with parents whenever required. Timely intervention is carried out when faculty feels students may be in danger or unstable in any way. Needy students, or those with unstable homes are provided hostel facility at reduced rates or even free. Days of National importance are celebrated with prayer, talks and student activities. Teachers follow trilingual mode of instruction for the benefit of students. • The faculty practices diversity of instruction by using varied methods of teaching styles as required in different situations. • The diversity of instruction is ensured through varied classroom techniques, use of electronic gadgets in

classroom teaching, use of digital learning methods and materials, Online open source learning programmes, Micro learning modules, case studies and writings, discussion forums, quiz makers, peer reviewed assignments etc. • Students are given instructions for practical and field work by optimum utilization of technologically well-equipped laboratories i.e. ET Laboratory, language Laboratory and Computer Laboratory, Social Science Laboratory, mathematics Laboratory. • The students are encouraged to adopt these technologies in their practice teaching sessions, student seminars and presentations. • The institution has introduced the concept of simulated learning / peer learning/ micro learning. • In addition the staff also engages in E-Content development. • Broadband with the unlimited internet connection • Computerized library with e-resources • College website with updates • Enrollment in Delnet • Language lab • Develop power point presentations Student grievances regarding evaluation and results are addressed promptly. The college conducts various activities to ensure student centric learning environment. Curriculum enrichment is ensured through outreach and extension programmes in which faculty and students participate. Field trips, inter-departmental activities and programs organised with collaborative support from organizations of national repute provide invaluable national and even international exposure to our rural students. At seminars, workshops and conferences, students are given key leadership roles. Sensitivity to the environment and eco consciousness is fostered on our campus in every activity that is pursued. Faculty and Management in the College believe that their true role is the transformation of raw human resource into professionally skilled and socially responsible teachers.

Provide the weblink of the institution

<http://gnce.ac.in/wp-content/uploads/2021/09/Institutional-distinctiveness.pdf>

### **8.Future Plans of Actions for Next Academic Year**

Plan of Action 2020-2021 To increase the academic excellence of the Institute To Provide online transaction of curriculum to facilitate online teaching-learn process in the times of COVID 19 To encourage and facilitate the students for self study offline and Online To encourage teachers to adopt multiple mode approach to learning for enhancement of students' learning Encourage students ICT in teaching learning situations