# Yearly Status Report - 2017-2018

| Part A | |
|---|---|
| **Data of the Institution** | |
| **1. Name of the Institution** | **GURU NANAK COLLEGE OF EDUCATION** |
| Name of the head of the Institution | **Dr. Pawan Kumar** |
| 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 | **Villege Dalewal P.O. Hariana** |
| City/Town | **Hoshiarpur** |
| State/UT | **Punjab** |
| Pincode | **144208** |

**2. Institutional Status**

| Affiliated / Constituent | **Affiliated** |
|---|---|
| Type of Institution | **Co-education** |
| Location | **Rural** |
| Financial Status | **Self financed** |
| Name of the IQAC co-ordinator/Director | **Ms. Pushpinder Kaur** |
| Phone no/Alternate Phone no. | **09814642543** |
| Mobile no. | **9814642543** |
| Registered Email | **gnce03@rediffmail.com** |
| Alternate Email | **sgndet@gmail.com** |

## 3. Website Address

| Web-link of the AQAR: (Previous Academic Year) | http://gnce.ac.in/wp-content/uploads/2021/09/GNCE_AQAR_2016-17.pdf |
|---|---|

| **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-Calender-2017-18_.pdf |

## 5. Accrediation Details

| Cycle | Grade | CGPA | Year of Accrediation | Validity | |
|---|---|---|---|---|---|
| | | | | Period From | Period To |
| **2** | **A** | **3.14** | **2017** | **30-Oct-2017** | **30-Oct-2022** |

| **6. Date of Establishment of IQAC** | **04-Aug-2017** |
|---|---|

## 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 |
| **Faculty Development Programme** | **31-Jan-2018** **14** | **30** |
| **Zonal Skill in Teaching** | **08-Feb-2018** | **50** |

| and On the spot teching aid prepration | 01 | |
|---|---|---|

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

[View Uploaded File]()

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

| Institution/Department/Faculty | Scheme | Funding Agency | Year of award with duration | Amount |
|---|---|---|---|---|
| No Data Entered/Not Applicable!!! | | | | |
| No Files Uploaded !!! | | | | |

| 9. Whether composition of IQAC as per latest NAAC guidelines: | Yes |
|---|---|
| Upload latest notification of formation of IQAC | [View Link]() |
| 10. Number of IQAC meetings held during the year : | 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 Uploaded File]() |
| 11. Whether IQAC received funding from any of the funding agency to support its activities during the year? | No |

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

Faculty Development programme. seminar at institute level Environment awareness lecture No to plastic use

[View Uploaded 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 | Achivements/Outcomes |
|---|---|
| Prepare Academic Calender Organization of seminar/Conference Organize remedial Classes | Academic Calender was Followed strictly FDP organised seminar organized Institution Level Special classes for weak students |

| 14. Whether AQAR was placed before statutory body ? | **Yes** |
| --- | --- |

| Name of Statutory Body | Meeting Date |
| --- | --- |
| **Management** | **22-Nov-2017** |

| 15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ? | **Yes** |
| --- | --- |
| Date of Visit | **22-May-2017** |
| 16. Whether institutional data submitted to AISHE: | **Yes** |
| Year of Submission | **2018** |
| Date of Submission | **13-Feb-2018** |
| 17. Does the Institution have Management Information System ? | **Yes** |
| If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words) | **Management Review Meetings Feedback Analysis Placement /Career Services Support Guidane Services** |

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 urship | Skill Development |
| --- | --- | --- | --- | --- | --- |
| **N.A** | **N.A** | **Nil** | **0** | **N.A** | **N.A** |

### 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

| Programme/Course | Programme Specialization | Dates of Introduction |
| --- | --- | --- |

| Nill | N.A | Nill |
|------|-----|------|
| 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 |
|---|---|---|
| Nill | N.A | Nill |

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

|  | Certificate | Diploma Course |
|---|---|---|
| Number of Students | 0 | 0 |

## 1.3 – Curriculum Enrichment

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

| Value Added Courses | Date of Introduction | Number of Students Enrolled |
|---|---|---|
| Candle Making | 05/02/2018 | 17 |
| Gardening | 06/02/2018 | 135 |
| Art and Painting | 07/02/2018 | 40 |
| View Uploaded File | | |

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 | School Internship | 200 |
| Nill | List is Attached | Nill |
| View Uploaded File | | |

## 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 |
|---|
| Feedback taken from students, Teachers, Parents, Alumni and stakeholders on regular interval. Feedback from different Schools to assess Practical Teaching Skills. Feedback from Employers for assessment of Employability of students trained in current curriculum. IQAC Club members analyses the feedback. |

# CRITERION II – TEACHING- LEARNING AND EVALUATION

## 2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

| Name of the | Programme | Number of seats | Number of | Students Enrolled |
|---|---|---|---|---|

| Programme | Specialization | available | Application received | |
|---|---|---|---|---|
| MEd | Education | 50 | 20 | 10 |
| BEd | Education | 200 | 250 | 200 |
| View Uploaded File | | | | |

## 2.2 – Catering to Student Diversity

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

| Year | Number of students enrolled in the institution (UG) | Number of students enrolled in the institution (PG) | Number of fulltime teachers available in the institution teaching only UG courses | Number of fulltime teachers available in the institution teaching only PG courses | Number of teachers teaching both UG and PG courses |
|---|---|---|---|---|---|
| 2017 | 200 | 10 | 25 | 8 | 3 |

## 2.3 – Teaching - Learning Process

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

| Number of Teachers on Roll | Number of teachers using ICT (LMS, e-Resources) | ICT Tools and resources available | Number of ICT enabled Classrooms | Numberof smart classrooms | E-resources and techniques used |
|---|---|---|---|---|---|
| 30 | 25 | 5 | 2 | 1 | 5 |
| View File of ICT Tools and resources | | | | | |
| View File of E-resources and techniques used | | | | | |

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

Yes, Students mentoring system is available in the institution. Student progression is monitored by mentor system and derogatory 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 |
|---|---|---|
| 200 | 30 | 1:7 |

## 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 | 2 | 1 | 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 |
|---|---|---|---|
| Nill | Nil | Nill | Nil |
| No file uploaded. | | | |

## 2.5 – Evaluation Process and Reforms

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

| Programme Name | Programme Code | Semester/ year | Last date of the last semester-end/ year-end examination | Date of declaration of results of semester-end/ year- end examination |
|---|---|---|---|---|
| MEd | 1101 | 2017 | 02/12/2017 | 20/02/2018 |
| BEd | 1123 | 2017 | 02/12/2017 | 15/02/2018 |
| View Uploaded File | | | | |

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. From 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 |
|---|---|---|---|---|---|
| 1123 | BEd | Education | 199 | 199 | 100 |
| 1101 | MEd | Educatioj | 10 | 10 | 100 |
| View Uploaded File | | | | | |

## 2.7 – Student Satisfaction Survey

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

http://gnce.ac.in/wp-content/uploads/2021/09/STUDENT-SATISFACTION-SURVEY-REPORT-2017-18.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 |
| --- | --- | --- | --- | --- |
| Nill | 0 | N.A | 0 | 0 |
| No file uploaded. | | | | |

## 3.2 – Innovation Ecosystem

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

| Title of workshop/seminar | Name of the Dept. | Date |
| --- | --- | --- |
| Workshop on Basic of Research | Research Cell | 10/11/2017 |
| Faculty Development Programme | IQAC | 31/01/2018 |
| Zonal Skill in Teaching Competition Panjab University Chandigarh | Panjab University Chandigarh | 08/02/2018 |

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 |
| --- | --- | --- | --- | --- |
| N.A | N.A | N.A | Nill | N.A |
| No file uploaded. | | | | |

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

| Incubation Center | Name | Sponsored By | Name of the Start-up | Nature of Start-up | Date of Commencement |
| --- | --- | --- | --- | --- | --- |
| N.A | N.A | N.A | N.A | N.A | Nill |
| No file uploaded. | | | | | |

## 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

| State | National | International |
| --- | --- | --- |
| 0 | 0 | 0 |

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

| Name of the Department | Number of PhD's Awarded |
| --- | --- |
| N.A | 0 |

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) |
| --- | --- | --- | --- |
| Nill | N.A | 0 | 0 |
| No file uploaded. | | | |

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

| Department | Number of Publication |
| --- | --- |
| Education | 4 |

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 | Nill | 0 | 0 | 0 |

**No file uploaded.**

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

| Title of the Paper | Name of Author | Title of journal | Year of publication | h-index | Number of citations excluding self citation | Institutional affiliation as mentioned in the publication |
| --- | --- | --- | --- | --- | --- | --- |
| N.A | N.A | N.A | Nill | 0 | 0 | 0 |

**No file uploaded.**

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

| Number of Faculty | International | National | State | Local |
| --- | --- | --- | --- | --- |
| Presented papers | 0 | 7 | 0 | 0 |

## 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 |
| --- | --- | --- | --- |
| List is Attached | Nill | Nill | Nill |
| Anti Drug Day Celebration | Red Ribbon Club Hsp | 25 | 400 |
| Teaching Skill Competition | Punjab University Chandigarh | 15 | 50 |
| Blood Donation camp | Red Ribbon Club hoshiarpur | 10 | 50 |
| Book Fair | Punjabi Vikar Manch Hariana | 30 | 450 |
| Environment Awareness Day | Eco Club | 25 | 400 |
| Rally For Kathua Rape Case | Peace Club | 10 | 300 |

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 |
| --- | --- | --- | --- |

| N.A | N.A | N.A | 0 |
|-----|-----|-----|---|
| No file uploaded. | | | |

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

| Name of the scheme | Organising unit/Agency/collaborating agency | Name of the activity | Number of teachers participated in such activites | Number of students participated in such activites |
|-----|-----|-----|-----|-----|
| List is attached | Nill | Nill | Nill | Nill |
| Skill in Teaching and on spot prepration Competition | Panjab university Chandigarh | Competetion | 10 | 50 |
| Shaheed Bharat Singh Birthday | Literary Club | Declamation | 25 | 300 |
| Book Fair | Punjabi Vikas Mnch hariana | Book Fair | 30 | 450 |
| Blood Donation Poster making competition | Red Ribbon Club | blood donation | 10 | 50 |
| Faculty development program | IQAC | Lecture | 35 | 0 |
| [View File](#) | | | | |

## 3.5 – Collaborations

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

| Nature of activity | Participant | Source of financial support | Duration |
|-----|-----|-----|-----|
| Book Fair Organised in campus | Teachers and students | Punjabi Vikas Mnch hariana | 1 |
| Blood Donation Poster making competition | Teachers and students | Management | 1 |
| Skill in Teaching and on spot prepration Competition | Teachers and students | Panjab university Chandigarh | 1 |
| Extention Lecture organized | Teachers and students | Management | 1 |
| Rally For Kathua Rape Case | Teachers and students | Management | 1 |
| Environment Day Celebration | Teachers and students | Management | 1 |
| Sport Meet Organised | Teachers and students | Management | 1 |
| No file uploaded. | | | |

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

| Nature of linkage | Title of the linkage | Name of the partnering institution/ industry /research lab with contact details | Duration From | Duration To | Participant |
|---|---|---|---|---|---|
| Permanent | Internship | HDN Sen Sec School Hariana | 01/08/2017 | 30/11/2018 | 14 |
| Permanent | Internship | Kallar Khalsa Sen Sec School Hariana | 01/08/2017 | 30/11/2018 | 14 |
| Permanent | Internship | Mai Bhagwati Girls High School | 01/08/2017 | 30/11/2018 | 14 |
| Temporary | Internship | Govt Sen Sec School Januari | 01/08/2017 | 30/11/2018 | 10 |
| Permanent | Internship | SGGS Public School Behphur Kamlooh | 01/08/2017 | 30/11/2018 | 15 |
| List is Attached | list is Attached | List is Attached | Nill | Nill | Nill |
| [View File](#) | | | | | |

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 | 03/10/2017 | Bio-Gas Facilities In India | 3 |
| H.D.N Sr. Sec School Hariana | 09/10/2017 | Internship and Sharing Resources | 3 |
| Shri Guru Gobind Singh School Begpur Kamlooh | 09/10/2017 | Internship and Sharing Resources | 3 |
| S G G S College of Edu. Begpur Kamlooh | 12/10/2017 | haring Resources | 5 |
| List is Attached | Nill | List is Attached | Nill |
| [View File](#) | | | |

# 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 |
|---|---|
| 1100000 | 1042334 |

4.1.2 – Details of augmentation in infrastructure facilities during the year

| Facilities | Existing or Newly Added |
|---|---|
| Laboratories | Existing |
| Classrooms with Wi-Fi OR LAN | Newly Added |
| Seminar halls with ICT facilities | Newly Added |
| Campus Area | Existing |
| [View File](#) | |

**4.2 – Library as a Learning Resource**

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

| Name of the ILMS software | Nature of automation (fully or patially) | Version | Year of automation |
|---|---|---|---|
| Bibliosoft | Fully | 3.1 | 2016 |

4.2.2 – Library Services

| Library Service Type | Existing | | Newly Added | | Total | |
|---|---|---|---|---|---|---|
| Text Books | 12979 | 1872079 | 205 | 97733 | 13184 | 1969812 |
| Reference Books | 746 | 387655 | 10 | 12439 | 756 | 400094 |
| CD & Video | 92 | 10150 | 15 | 2250 | 107 | 12400 |
| [View File](#) | | | | | | |

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives &amp; 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 | Nill |
| 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 | 45 | 35 | 16 | 0 | 0 | 2 | 3 | 20 | 5 |
| Added | 2 | 0 | 0 | 0 | 0 | 1 | 1 | 0 | 0 |

| Total | 47 | 35 | 16 | 0 | 0 | 3 | 4 | 20 | 5 |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |

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

**20 MBPS/ GBPS**

4.3.3 – Facility for e-content

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

## 4.4 – Maintenance of Campus Infrastructure

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

| Assigned Budget on academic facilities | Expenditure incurred on maintenance of academic facilities | Assigned budget on physical facilities | Expenditure incurredon maintenance of physical facilites |
| --- | --- | --- | --- |
| **550000** | **505206** | **1100000** | **1042334** |

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 lab technicians and supervised by HODs of the concerned departments. At the departmental level, HODs submit their requirements to the Principal regarding classroom furniture and other. 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. There are technicians, masons, plumbers, carpenters deputed by management who ensure the maintenance of classrooms and related infrastructure. 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. 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. Classrooms are wide**

and spacious, well-lit, and ventilated. The classrooms are dusted and swept regularly after the completion of all the lectures at the end of the day by the cleaning staff. Repairs and maintenance of the furniture as well as electrical appliances is been done as and when the need arises.

http://gnce.ac.in/wp-content/uploads/2021/09/Procedures-and-policies-2017-18.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 | 11 | 196800 |
| Financial Support from Other Sources |  |  |  |
| a) National | Nill | Nill | Nill |
| b)International | Nill | Nill | Nill |
| View File | | | |

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

| Name of the capability enhancement scheme | Date of implemetation | Number of students enrolled | Agencies involved |
|---|---|---|---|
| personal counselling | 15/02/2018 | 70 | 1 |
| remedial coaching | 20/11/2017 | 100 | 1 |
| View File | | | |

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

| Year | Name of the scheme | Number of benefited students for competitive examination | Number of benefited students by career counseling activities | Number of students who have passedin the comp. exam | Number of studentsp placed |
|---|---|---|---|---|---|
| Nill | PSTET | 45 | 50 | 21 | 10 |
| View File | | | | | |

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

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

### 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

| On campus | | | Off campus | | |
|---|---|---|---|---|---|
| Nameof organizations visited | Number of students participated | Number of stduents placed | Nameof organizations visited | Number of students participated | Number of stduents placed |

| Employment exchange | 155 | 4 | Employment exchange | 155 | 15 |
| --- | --- | --- | --- | --- | --- |

View File

## 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 |
| --- | --- | --- | --- | --- | --- |
| Nill | 2 | B.Ed | Education | P.U.Campus | M.A,M.Sc |
| 2017 | 15 | B.Ed | Education | J.C.DAV DASUYA | M.A,M.Sc,M.Ed |
| 2017 | 12 | B.Ed | Education | spn mukerian | M.A,M.Sc,M.Ed |
| 2017 | 10 | B.Ed | Education | Govt college talwara | M.A,M.Sc,M.Ed |
| 2017 | 2 | B.Ed | Education | GNCE | M.A,M.Sc,M.Ed |
| 2017 | 25 | B.Ed | Education | Govt College hsp | 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 |
| --- | --- |
| Nill | 0 |

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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 | institute | 200 |

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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 |
| --- | --- | --- | --- | --- | --- | --- |
| Nill | Nil | Nill | Nill | Nill | Nil | Nill |

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5.3.2 – Activity of Student Council &amp; representation of students on academic &amp; 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 teaching faculty in private and Govt schools.

5.4.2 – No. of enrolled Alumni:

105

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

8000

5.4.4 – Meetings/activities organized by Alumni Association :

Formation of core committees. Maintain the file and record of Alumni 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)

The College has a practice of participative management. The management provides the better opportunity to all the participating in the decision making process, the college administrative and academic structure is in a manner to make the decision by participative arrangement. Chairman is the administrative head and principal is academic head, followed by vice principal, teaching and non teaching staff . The college follows all such norms laid down by the Government of Punjab and The Panjab Uni. CHD and UGC in Academic and administrative Aspects. 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 |
| --- | --- |
| Teaching and Learning | • Provision of computer and wi-fi facility for the students for Research purpose |
| Research and Development | • Teaching in Smart Classrooms • Wi-Fi facility for self learning |
| Library, ICT and Physical Infrastructure / Instrumentation | • Online Inquiries are Received for admissions • Online Registrations facility for Admissions |
| Industry Interaction / Collaboration | • more collaborations with other institutions and NGOs for quality enhancement and personal development |
| Admission of Students | • Enhancement of Library Resources • Teaching through Smart Classrooms |

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

| E-governace area | Details |
| --- | --- |
| Finance and Accounts | • Provision for Online submission of Fees for the students by Using Online Transactions. |
| Administration | Online information about College and cources |
| Student Admission and Support | • Online Admission Inquiry through Portal • Counselling to new comers • Online Registration • Online Admission Process |
| Examination | • subject-wise course plans and question bank |

## 6.3 – Faculty Empowerment Strategies

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

| Year | Name of Teacher | Name of conference/ workshop attended for which financial support provided | Name of the professional body for which membership fee is provided | Amount of support |
| --- | --- | --- | --- | --- |
| Nill | GURJIT SINGH | NATIONAL SEMINAR | N.A | 500 |
| 2018 | PRIYA | NATIONAL SEMINAR | N.A | 500 |
| 2018 | IQBALPREET SINGH | NATIONAL SEMINAR | N.A | 800 |
| 2018 | NEERU BALA | NATIONAL SEMINAR | N.A | 1000 |
| 2018 | ARUN KUMAR | NATIONAL SEMINAR | N.A | 500 |
| Nill | KULDIP KAUR | NATIONAL | N.A | 500 |

|  |  | SEMINAR |  |  |  |  |
|---|---|---|---|---|---|---|

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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) |
|---|---|---|---|---|---|---|
| 2018 | Faculty Development Program | N.A | 31/01/2018 | 31/01/2018 | 30 | Nill |

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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 |
|---|---|---|---|---|
| Faculty Development Program | 30 | 31/01/2018 | 31/01/2018 | 1 |

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

| Teaching | | Non-teaching | |
|---|---|---|---|
| Permanent | Full Time | Permanent | Full Time |
| 10 | 0 | 0 | 0 |

6.3.5 – Welfare schemes for

| Teaching | Non-teaching | Students |
|---|---|---|
| •PF •Provisions and facilities for professional growth • Annual increments •Transport Facility | • PF • Conveyance • Provisions and facilities for professional growth • Transport Facility | • 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 |

## 6.4 – Financial Management and Resource Mobilization

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

Institution conducts internal and external audits regularly. 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 |
|---|---|---|
| 00 | 0 | N.A |

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6.4.3 – Total corpus fund generated

| .0 |
|---|

**6.5 – Internal Quality Assurance System**

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

| Audit Type | External | | Internal | |
|---|---|---|---|---|
|  | Yes/No | Agency | Yes/No | Authority |
| Academic | Yes | Panjab University Chandigarh | Yes | Management |
| Administrative | Yes | Panjab Chandigarh | Yes | Management |

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

1. Parent- Teacher meeting to discuss about Quality improvements of Institution 2. Suggestions regarding academic and administrative reforms are heartily welcomed and implemented 3. Parents are always extent their supportive hands 4. Regular parent -teacher meet to discuss about the educational progress of the students

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

To improve the quality college authority support the staff in following ways- 1. Refresher course and orientation course 2. Research orientated publication and seminar 3. Self study Programs 4. Participations in seminars and workshops

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. 4. More advanced ways for teaching and learning 5. More participation seminars and workshops

| 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 |
| --- | --- | --- | --- | --- | --- |
| 2018 | Faculty Development Programme | 31/01/2018 | 31/01/2018 | 31/01/2018 | 30 |
| 2018 | Zonal Skill in Teaching and on the spot teaching aid prepration by Panjab University Chandigarh | 08/02/2018 | 08/02/2018 | 08/02/2018 | 50 |
| 2017 | Extension Lecture | 10/11/2017 | 10/11/2017 | 10/11/2017 | 20 |
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# CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

## 7.1 – Institutional Values and Social Responsibilities

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

| Title of the programme | Period from | Period To | Number of Participants | |
| --- | --- | --- | --- | --- |
| | | | Female | Male |
| Awareness Relly Save Girl Child | 14/11/2017 | 14/11/2017 | 200 | 15 |
| Declamation on women Empowerment | 08/03/2018 | 08/03/2018 | 190 | 25 |

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

| Percentage of power requirement of the University met by the renewable energy sources |
| --- |
| • Tree Plantation on Environment Day • Grow with nature • Swachh Bharat Abhiyan • |

7.1.3 – Differently abled (Divyangjan) friendliness

| Item facilities | Yes/No | Number of beneficiaries |
| --- | --- | --- |
| Physical facilities | Yes | Nill |

| | | |
|---|---|---|
| Ramp/Rails | Yes | Nill |
| Rest Rooms | Yes | Nill |
| Special skill development for differently abled students | Yes | Nill |

7.1.4 – Inclusion and Situatedness

| Year | Number of initiatives to address locational advantages and disadvantages | Number of initiatives taken to engage with and contribute to local community | Date | Duration | Name of initiative | Issues addressed | Number of participating students and staff |
|---|---|---|---|---|---|---|---|
| Nill | Nill | Nill | Nill | Nill | Nil | N.A | Nill |

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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) |
|---|---|---|
| N.A | Nill | Nil |

7.1.6 – Activities conducted for promotion of universal Values and Ethics

| Activity | Duration From | Duration To | Number of participants |
|---|---|---|---|
| Book Fair | 12/02/2018 | 12/02/2018 | 450 |
| Women Day Celebration | 08/03/2018 | 08/03/2018 | 300 |
| Path Ceremony ( start new session) | 13/03/2018 | 13/03/2018 | 460 |
| Extention Lecture organized | 03/03/2018 | 03/03/2018 | 400 |
| Anti Drug Day Celebration | 14/04/2018 | 14/04/2018 | 300 |
| Rally For Kathua Rape Case | 19/04/2018 | 19/04/2018 | 200 |

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

**Tree Plantation on Environment Day 5 June 2018 Cleanliness of College Surroundings by NSS Club**

## 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 organiosed 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 intenational important days 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.

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-2017-18.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

• To establish research cell • To increase research activities • To motivate faculty members to integrate ICT tools in their teaching practices • To invite experts from other institutions of excellence for their inputs in college initiatives