



YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	GURU NANAK COLLEGE OF EDUCATION ,DALEWAL HSP
• Name of the Head of the institution	DR.SHASHI PRABHA NEGI
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Alternate phone No.	8725002701
• Mobile No:	9417031366
• Registered e-mail ID (Principal)	gnce03@rediffmail.com
• Alternate Email ID	sgndet@gmail.com
• Address	Village Dalewal P.O.Haryana
• City/Town	Hoshiarpur
• State/UT	Punjab
• Pin Code	144208
2.Institutional status	
• Teacher Education/ Special Education/Physical Education:	Teacher Education
• Type of Institution	Co-education
• Location	Rural

• Financial Status	Self-financing				
• Name of the Affiliating University	Panjab University Chandigarh				
• Name of the IQAC Co-ordinator/Director	Ms.Neelam Raju				
• Phone No.	8146866887				
• Alternate phone No.(IQAC)	8725002737				
• Mobile (IQAC)	8725002737				
• IQAC e-mail address	gnce03@redifmail.com				
• Alternate e-mail address (IQAC)	sgndet@gmail.com				
3.Website address	www.gnce.ac.in				
• Web-link of the AQAR: (Previous Academic Year)	http://gnce.ac.in/wp-content/uploads/2022/11/AQAR2020-2021.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://gnce.ac.in/wp-content/uploads/2022/04/Academic-Calendar-2020-21-1.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	A	3.14	2017	30/10/2017	30/10/2022
6.Date of Establishment of IQAC			04/08/2017		
7.Provide the list of funds by Central/ State Government-UGC/ICSSR/ IUCTE/CSIR/DST/DBT/CPE of UGC/PMMMNTT etc.					
Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount	
NA	NA	NA	Nil	00	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		

<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File	
9.No. of IQAC meetings held during the year	05	
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> • (Please upload, minutes of meetings and action taken report) 	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> • If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>Institute level portfolios are defined for smooth execution of the activities at institute level. Preparation of academic plan Maintenance of quality as per NAAC Parameters Organization of extension lectures by experts The documentation format is revised which will be applicable for conduction of any activity in the institute</p>		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year (web link may be provided).		

Plan of Action	Achievements/Outcomes
1. Preparation of academic plan	1.The academic calendar was executed during the session.
2.Maintenance of quality as per NAAC Parameters	2. All the related activities were done in context to AQAR submission
3. Organization of Extension Lectures	3. Three extension lectures were organized in the institute
4. Organization of Inter sports competition	4. Inter sports competition was organize in the institute
5. Research and Development	5. More number of good quality of publications
6. Use of ICT tools for the teaching and learning process	6. ICT tools are effectively used in teaching learning process

13.Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
IQAC	03/11/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2022	23/01/2023

15.Multidisciplinary / interdisciplinary

In view of NEP 2020, Institute has taken steps towards the multidisciplinary/interdisciplinary approach. Approches such as communication skills ,adult education and inclusive education for the students.Interdisciplinary projects to solve social problems are developed by the students as the part of project based learning . With interdisciplinary instruction, students are assessed on the effectiveness with which they create solutions to real-world problems. When students are allowed to take the lead on their

learning by practicing critical thinking skills that extend beyond classroom walls, students will naturally become more engaged in their learning. Interdisciplinary learning encourages students to reflect critically on every new idea or issue they encounter, considering it from multiple perspectives. At the same time, they become more deeply aware of their own perspectives, including their values, beliefs, and attitudes, enabling them to recognize and deconstruct bias in themselves and others. Further, thinking critically through an interdisciplinary approach allows students to identify global concepts that cut across disciplines and apply those concepts in inventive ways.

16. Academic bank of credits (ABC):

The institute is affiliated with Panjab University Chandigarh. For assessment of the course, faculty define the assessment tools and design the assignments, tests, quizzes for the assessment of the students.

17. Skill development:

The institution has designed the skill development programme such as Internship programme is organised for the students for one semester in which harmonious development is possible of the students during delivering the lectures in classrooms digitally. Institution also gives the counselling session to the students for the settlement in jobs. Moreover, skills of art are developing among the students such as candle making, mask making, clay modelling, fabric painting etc. Our institution enhances the skill development of students and helps in emotional maturity in pupils which enables trainees to gain access to knowledge and ability, career ethics and good working attitude. To refine the skills, students are sending to Panjab University Zonal and Inter-Zonal Skill-inTeaching and Teaching Aid Preparation Competition. Apart from this, many soft skills incorporated like Life in Yoga, Personality Development etc

18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

Appropriate integration of Indian knowledge system is incorporated in the teaching learning process of our institution. The information, knowledge, instructional strategies are planned in all the three mediums i.e. English, Punjabi and Hindi for the convenience of pupils. This trilingual system of teaching increases brain mass and brain memory and strengthen phonologic, morphologic and syntactic skills of students. The B.Ed. curriculum is embedded with many CCA as like national festivals & days, Religious festivals & days, activities promoting our Indian culture & heritage, value

based morning assemblies on various themes etc. The institution has the language laboratory through which hindi and punjabi languages are flourished. Various kind of activities are conducted like how to promote our national and native language . Also, students are celebrated the language days and indian festivals throughout the year

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

The institute has well defined Programme Outcomes(PO) , Programme Specific Outcomes (PSO), and Programme Education Objectives(PEO) for each programme.The POs,PSOs,PEOs are satisfied through the teaching learning process. Assessment tools are designed considering the requirements of the POs. The activities and programs are organised in the institute to achieve POs. At the end of the semester, analysis of PO,PSO,PEO attainment is done by the institute. Outcome Based Education implies clearly articulated idea of what students are expected to know and be able to do, that is what skill & knowledge they need to have, when they leave the college system. Our institution focuses on outcome based education in which students are encouraged to gain knowledge, develop skills and the entire faculty guide them in this regard. We promote flexibility, freedom and completely involve our students to take responsibility for goals. Our passed out students go for higher studies in India as well as abroad, clear many competitive exams, placed in government and private sectors and many brilliant students are in connection with us in the form of active alumnae. Participation of students in different cocurricular activities acquaints students with stage handling, build confidence and encourage competitive spirit.

20.Distance education/online education:

As per the university norms, all lectures and practical work are conducted in physical mode. During pandemic, the system has adopted the chnage from classroom teaching to blended learning. Google classroom is effectively used for course conduction and evaluation process. Each content is available on Google classroom including syllabus ,PPTs and notes. The assessment of the course is done through online assignments, tests and quizzes. Online sessions are conducted and recorded on Google meet. Various student activities are conducted online using Google meet.

Extended Profile

1.Student

2.1

199

Number of students on roll during the year		
File Description		Documents
Data Template	View File	
2.2		200
Number of seats sanctioned during the year		
File Description		Documents
Data Template	View File	
2.3		50
Number of seats earmarked for reserved categories as per GOI/State Government during the year:		
File Description		Documents
Data Template	View File	
2.4		170
Number of outgoing / final year students during the year:		
File Description		Documents
Data Template	View File	
2.5	Number of graduating students during the year	170
File Description		Documents
Data Template	View File	
2.6		199
Number of students enrolled during the year		
File Description		Documents
Data Template	View File	
2.Institution		
4.1		332000
Total expenditure, excluding salary, during the year (INR in		

Lakhs):	
4.2	40
Total number of computers on campus for academic purposes	
3. Teacher	
5.1	29
Number of full-time teachers during the year:	
File Description	Documents
Data Template	No File Uploaded
Data Template	No File Uploaded
5.2	32
Number of sanctioned posts for the year:	
Part B	
CURRICULAR ASPECTS	
1.1 - Curriculum Planning	
1.1.1 - Institution has a regular in house practice of planning and/or reviewing, revising curriculum and adapting it to local context /situation. Describe the institutional process of planning and/or reviewing, revising curriculum and adapting it to the local context in not more than 100 - 200 words	
<p>Being an affiliating institution, the college is abided to follow the academic calendar of the affiliating University for curricula delivery. To ensure the effective delivery of curriculum, the college has developed its own mechanism to monitor the overall process. Following the University calendar, the college prepares its own calendar and the same is circulated and uploaded on the website. The calendar incorporates all the yearly activities to be undertaken. At the beggning of the session, staff council meeting is conducted to discuss the implementation of the perspective plan and all the faculty members are instructed to follow the calendar in teaching, learning and evaluation process. Thereafter, the time table is prepared. The time table is communicated to the students through proper channel. Besides, each department prepares its own plan for organization of the various academic activities. The teachers are asked to submit the progress report of the same to the IQAC. Similarly, the students are also instructed to come with the grievances through the complaint box suggestions and feedback.</p>	

The perspective plan of the session is reviewed retrospectively at the end of the session and the yearly report is submitted to the IQAC.

File Description	Documents
Details of a. the procedure adopted including periodicity, kinds of activities b. Communication of decisions to all concerned c. Kinds of issues discussed	View File
Plan developed for the academic year	View File
Plans for mid- course correction wherever needed for the academic year	View File
Any other relevant information	No File Uploaded

1.1.2 - At the institution level, the curriculum planning and adoption are a collaborative effort; Indicate the persons involved in the curriculum planning process during the year Faculty of the institution Head/Principal of the institution Schools including practice teaching schools Employers Experts Students Alumni

A. All of the above

File Description	Documents
Data as per Data Template	No File Uploaded
List of persons who participated in the process of in-house curriculum planning	View File
Meeting notice and minutes of the meeting for in-house curriculum planning	View File
A copy of the programme of action for in- house curriculum planned and adopted during the academic year	View File
Any other relevant information	No File Uploaded

1.1.3 - While planning institutional curriculum, focus is kept on the Programme Learning Outcomes (PLOs) and Course Learning Outcomes (CLOs) for all programmes offered by the institution, which are stated and communicated to teachers and students through Website of the Institution Prospectus Student induction programme Orientation programme for teachers	A. All of the Above
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File Description	Documents
Data as per Data Template	View File
URL to the page on website where the PLOs and CLOs are listed	Nil
Prospectus for the academic year	View File
Report and photographs with caption and date of student induction programmes	View File
Report and photographs with caption and date of teacher orientation programmes	View File
Any other relevant information	No File Uploaded

1.2 - Academic Flexibility
1.2.1 - Curriculum provides adequate choice of courses to students as optional / electives including pedagogy courses for which teachers are available
1.2.1.1 - Number of optional / elective courses including pedagogy courses offered programme-wise during the year
0

File Description	Documents
Data as per Data Template	No File Uploaded
Circular/document of the University showing duly approved list of optional /electives / pedagogy courses in the curriculum	View File
Academic calendar showing time allotted for optional / electives / pedagogy courses	No File Uploaded
Any other relevant information	Nil

1.2.2 - Number of value-added courses offered during the year

1

1.2.2.1 - Number of value-added courses offered during the year

1

File Description	Documents
Data as per Data Template	View File
Brochure and Course content along with CLOs of value-added courses	View File
Any other relevant information	View File

1.2.3 - Number of students enrolled in the value-added courses as mentioned in 1.2.2 during the year

115

1.2.3.1 - Number of students enrolled in the value-added courses as mentioned in 1.2.2 during the year

115

File Description	Documents
List of the students enrolled in the value-added course as defined in 1.2.2	View File
Course completion certificates	View File
Any other relevant information	No File Uploaded

1.2.4 - Students are encouraged and facilitated to undergo self-study courses online/offline in several ways through Provision in the Time Table Facilities in the Library Computer lab facilities Academic Advice/Guidance

Two of the above

File Description	Documents
Data as per Data Template	View File
Relevant documents highlighting the institutional facilities provided to the students to avail self study courses as per Data Template	View File
Document showing teachers' mentoring and assistance to students to avail of self-study courses	No File Uploaded
Any other relevant information	No File Uploaded

1.2.5 - Number of students who have completed self-study courses (online /offline, beyond the curriculum) during the year

20

1.2.5.1 - Number of students who have completed self-study courses (online /offline, beyond the curriculum) during the year

20

File Description	Documents
Data as per Data Template	View File
Certificates / evidences for completing the self-study course(s)	View File
List of students enrolled and completed in self study course(s)	View File
Any other relevant information	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Curriculum of the institutions provides opportunities for the students to acquire and demonstrate knowledge, skills, values and attitudes related to various learning areas Describe the curricular thrusts to achieve the following in not more than 100 - 200 words each A fundamental or coherent understanding of the field of teacher education Procedural knowledge that creates teachers for different levels of school education skills that are specific to one's chosen specialization Capability to extrapolate from what one has learnt and apply acquired competencies Skills/Competencies such as: Emotional Intelligence, Critical Thinking, Negotiation and Communication Skills, Collaboration with others, etc.

The teacher educators focus on educating the minds and spirit of student teachers by providing them value-based education and provide such learning environment (Blood donation camp, visit to adopted village) that fosters character building and helps them to lead a life of learning and service. They develop critical capacities among students to use research findings through assignments and meaningful projects as a basis for improving their teaching. The college aims at producing competent teachers, who have the theoretical knowledge and understanding, combined with practical skills, proficiencies and commitment for work to enhance the quality of education. The curriculum also aims to provide them exposure of diverse people and cultures through youth festivals, seminars/workshops. The institution provides well resourced infrastructure having a clean, warm, comfortable and attractive ambience and acquaints the student teachers with the impact of globalization on education and prepares the students to imbibe such qualities which would prove beneficial to them to meet the emerging needs such as:

Exposure to technology (Latest methodology using power point presentations, Training in soft skills (developing high self-esteem, body language mastery, develop IQ, EQ and Social Intelligence, communication skills, personality development, stress management, leadership skills, interview skills, public speaking, time management, organizational skills.

File Description	Documents
List of activities conducted in support of each of the above	View File
Documentary evidence in support of the claim	No File Uploaded
Any other relevant information	No File Uploaded
Photographs indicating the participation of students, if any	View File

1.3.2 - Institution familiarizes students with the diversities in school system in Indian as well as international and comparative perspective. Describe in not more than 100-200 words how students are familiarized with the diversity in school system in India with respect to: Development of school system Functioning of various Boards of School Education Functional differences among them Assessment systems Norms and standards State-wise variations International and comparative perspective

As per the syllabus of Panjab University of B.Ed. Semester 1, the teacher educators familiarize the students with the concept of contemporary Indian schools with respect to types of schools; general types, schools by means of ownership, schools by means of educational board affiliation, their functioning and problems, through the Paper titled 'Education in Contemporary India'. Further they are also sensitized regarding different assessment criteria adopted in schools, norms and standards being followed in different schools. During their pre-internship programs of 15 days each, the prospective teachers are able to identify the existing differences prevailing in urban and rural schools with respect to differences in social background of students, medium of instruction, methodology adopted by the teachers, infrastructure, scholarships offered etc.

File Description	Documents
Action plan indicating the way students are familiarized with the diversities in Indian school systems	No File Uploaded
Documentary evidence in support of the claim	No File Uploaded
Any other relevant information	No File Uploaded

1.3.3 - Students derive professionally relevant understandings and consolidate these into their professional acumen from the wide range of curricular experiences provided during Teacher Education Programme Describe the efforts made by the institution to enable students to develop understanding of the interconnectedness of the various learning engagements and to make them ready for the professional field in not more than 100-200 words

The students undergo training programmes in different schools. With the introduction of two year B.Ed. course the internship programme is divided into three parts i.e., two pre- internship programmes of 15 days each in the first and second semester and one comprising of the whole third semester. Before going to the schools for practice teaching, the prospective teachers are familiarised to the teaching learning process through simulated teaching, and are provided with the feedback by their peers and the concerned subject teachers. To inculcate the feeling of social responsibility, various indoor and outdoor clubs have been formed which the student joins according to their own interest. These include Eco Club, Red Ribbon club, Peace Club, Science Club, Mathematics Club, Literary Club, Press Club etc. The students get training in resume writing, life skills, soft skills and also get acquainted with tips about facing interviews with courage. Placement drive is the annual feature of the college. To provide well resourced infrastructure having a clean, warm, comfortable and attractive ambience.

Environment education and gardening have been offered as optional subject and craft respectively in the B.Ed. curriculum. To promote awareness regarding issues of ecology and environment, the college has very active environment club.

File Description	Documents
Documentary evidence in support of the claim	View File
Any other relevant information	View File

1.4 - Feedback System

1.4.1 - Mechanism is in place for obtaining structured feedback on the curriculum – semester wise from various stakeholders. Structured feedback is obtained from Students Teachers Employers Alumni Practice Teaching Schools/TEI

Four of the above

File Description	Documents
Sample filled-in feedback forms of the stake holders	View File
Any other relevant information	No File Uploaded

1.4.2 - Feedback collected from stakeholders is processed and action is taken; feedback process adopted by the institution comprises the following

Feedback collected, analyzed and action taken

File Description	Documents
Stakeholder feedback analysis report with seal and signature of the Principal	View File
Action taken report of the institution with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of students during the year

199

2.1.1.1 - Number of students enrolled during the year

199

File Description	Documents
Data as per Data Template	View File
Document relating to sanction of intake from university	View File
Approval letter of NCTE for intake of all programs	View File
Approved admission list year-wise/ program-wise	No File Uploaded
Any other relevant information	No File Uploaded

2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC) as per applicable reservation policy during the year

50

2.1.2.1 - Number of students enrolled from the reserved categories during the year

50

File Description	Documents
Data as per Data Template	View File
Copy of letter issued by State Govt. or Central Govt. indicating the reserved categories (Provide English version)	No File Uploaded
Final admission list published by the HEI	No File Uploaded
Admission extract submitted to the state / university authority about admissions of SC, ST, OBC students every year	No File Uploaded
Any other relevant information	No File Uploaded

2.1.3 - Number of students enrolled from EWS and Divyangjan categories during the year

01

2.1.3.1 - Number of students enrolled from EWS and Divyangjan categories during the year

01

File Description	Documents
Data as per Data Template	View File
Certificate of EWS and Divyangjan	No File Uploaded
List of students enrolled from EWS and Divyangjan	No File Uploaded
Any other relevant information	No File Uploaded

2.2 - Honoring Student Diversity

2.2.1 - Assessment process is in place at entry level to identify different learning needs of students and their level of readiness to undergo professional education programme and also the academic support provided to students Describe the assessment process at entry level to identify different learning needs of students and their level of readiness to undergo professional education programme and also the academic support provided to students, in not more than 100-200 words.

The faculty follows an integrated approach. Traditional teaching methods are aided by new age technological methods to make learning more engaging and relatable. Tutorials and extra classes are organized for students so as to provide special coaching in areas where they need support. Additional reading material and books are suggested and are made available to increase their understanding of the subject. Bilingual approach is adopted for explanations and discussions in the class. Personal, academic and career-related counselling is given from time to time. Assignments and group projects are given and evaluated on a regular basis. Peer learning is encouraged through group discussions and presentations. The teachers assess the calibre of the students in informal settings such as during tutorials, classroom behavior and interaction outside the class. Various academic and co-curricular activities are organized to optimize the potential of learners. Students are encouraged to participate in inter as well as intra college competitions. The faculty helps the students (M.Ed.) to select relevant research areas and publish papers in the field of their choice. They are suggested advanced readings in the relevant topics to enhance their understanding of the subject. They are encouraged to help and provide support to the weaker students by engaging in group discussions and presentations. The College library has the Delnet facility and other e-resources to help the advanced and weaker learners to broaden their horizons. Fee concession is given to the deserving candidates from economically weaker section.

File Description	Documents
Documentary evidence in support of the claim	No File Uploaded
Documents showing the performance of students at the entry level	No File Uploaded
Any other relevant information	No File Uploaded

2.2.2 - Mechanisms are in place to honour student diversities in terms of learning needs; Student diversities are addressed on the basis of the learner profiles identified by the institution through Mentoring / Academic Counselling Peer Feedback / Tutoring Remedial Learning Engagement Learning Enhancement / Enrichment inputs Collaborative tasks Assistive Devices and Adaptive Structures (for the differently abled)

None of the above

Multilingual interactions and inputs

File Description	Documents
Data as per Data Template	No File Uploaded
Relevant documents highlighting the activities to address the student diversities	No File Uploaded
Reports with seal and signature of Principal	No File Uploaded
Photographs with caption and date, if any	No File Uploaded
Any other relevant information	No File Uploaded

2.2.3 - There are institutional provisions for catering to differential student needs; Appropriate learning exposures are provided to students No Special effort put forth in accordance with learner needs Only when students seek support As an institutionalized activity in accordance with learner needs Left to the judgment of the individual teacher/s Whenever need arises due to student diversity

One of the above

File Description	Documents
Relevant documents highlighting the activities to address the differential student needs	No File Uploaded
Reports with seal and signature of the Principal	No File Uploaded
Photographs with caption and date	No File Uploaded
Any other relevant information	No File Uploaded

2.2.4 - Student-Mentor ratio for the academic year

16 : 1

2.2.4.1 - Number of mentors in the Institution

29

File Description	Documents
Data as per Data Template	View File
Relevant documents of mentor-mentee activities with seal and signature of the Principal	No File Uploaded
Any other relevant information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Multiple mode approach to teaching-learning is adopted by teachers which includes experiential learning, participative learning, problem solving methodologies, brain storming, focused group discussion, online mode, etc. for enhancing student learning Describe the varied modes of learning adopted and their basic rationale for adopting such learning mode/s for different courses of each programme in not more than 100-200 words.

A variety of instructional approaches are used by the teachers depends on the content of the curriculum, according to the previous experiences and knowledge of the students, their interests, learning styles, and the developmental needs such as direct instructions, indirect instructions, experiential learning, facilitated study, interdisciplinary approach, constructivist approach, peer learning, cooperative learning, demonstrations, discussions, lectures, tutorials, cooperative learning techniques, brainstorming, questioning, ICT enabled teaching and learning etc. The teachers employ an interactive approach through discussions, oral group presentations to encourage greater participation and interactive learning.

File Description	Documents
Course wise details of modes of teaching learning adopted during the academic year in each programme	View File
Any other relevant information	No File Uploaded

2.3.2 - Number of teachers integrating ICT (excluding use of PPT) for effective teaching with Learning Management Systems (LMS), Swayam Prabha etc., Learning Resources and others excluding PPT during the year

10

File Description	Documents
Data as per Data Template	No File Uploaded
Link to LMS	Nil
Any other relevant information	No File Uploaded

2.3.3 - Number of students using ICT support (mobile-based learning, online material, podcast, virtual laboratories, learning apps etc.) for their learning, during the academic year

210

File Description	Documents
Data as per Data Template	View File
Programme wise list of students using ICT support	No File Uploaded
Documentary evidence in support of the claim	No File Uploaded
Landing page of the Gateway to the LMS used	No File Uploaded
Any other relevant information	No File Uploaded

2.3.4 - ICT support is used by students in various learning situations such as Understanding theory courses Practice teaching Internship Out of class room activities Biomechanical and Kinesiological activities Field sports

Three of the above

File Description	Documents
Data as per Data Template	View File
Lesson plan / activity plan / activity report to substantiate the use of ICT by students in various learning situations	View File
Geo-tagged photographs wherever applicable	No File Uploaded
Link of resources used	Nil
Any other relevant information	No File Uploaded

2.3.5 - Continual mentoring is provided by teachers for developing professional attributes in students Describe in not more than 100-200 words the nature of mentoring efforts in the institution with respect to working in teams dealing with student diversity conduct of self with colleagues and authorities balancing home and work stress keeping oneself abreast with recent developments in education and life

The college provides a variety of provisions to support and enhance the effectiveness of the faculty in teaching and mentoring of students. The work culture of the college is quite conducive for the professional growth and competence of the faculty as well as the prospective teachers (students). Continual mentoring is provided by teachers to imbibe quality teaching practices that honour diversity and create classroom environments. A warm and conducive environment is provided that supports personal, social and academic success for all students. They are enriched further by arranging talks on the themes like Communication Skills, New trends in teaching methodologies, inclusiveness and Life skills. A faculty member is a mentor for a group of 20-25 students whom he/she consistently monitors for academic and personal issues over their academic period. The mentor looks into matters regarding the academic performance, discipline, completion of academic requirements, health issues and grievances if any. The advanced/bright/gifted learners are provided with enrichment classes. The mentor observes and monitor the attendance of the mentee. They advise and take necessary follow up action with regard to students who do not meet the attendance norms of the college. The system of mentor-mentee has become instrumental in blending the harmonious relationship between the learner and the teacher and institution at large. It has created an atmosphere of mutual trust.

File Description	Documents
Documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded

2.3.6 - Institution provides exposure to students about recent developments in the field of education through Special lectures by experts Book reading & discussion on it Discussion on recent policies & regulations Teacher presented seminars for benefit of teachers & students Use of media for various aspects of education Discussions showcasing the linkages of various contexts of education- from local to regional to national to global

Four of the above

File Description	Documents
Data as per Data Template	View File
Documentary evidence in support of the selected response/s	View File
Reports of activities conducted related to recent developments in education with video graphic support, wherever possible	No File Uploaded
Any other relevant information	No File Uploaded

2.3.7 - Teaching learning process nurtures creativity, innovativeness, intellectual and thinking skills, empathy, life skills etc. among students

All the time students are encouraged to make best use of various opportunities provided to them in the teaching learning process and nurture their creativity like through youth festivals, inter college competition, intra college competition, to make use of best out of waste, artistic skills etc. Educators provide the training of skills of life to the prospective teachers like personal counselling, how to appear in an interview, culinary skills, emotional competence etc. Students who felt shy in starting of session become confident at the end of semester and able to host the various activities held in the college. It removes the hesitation of the students. The teachers had to spend the long hours for this kind improvement for the students.

File Description	Documents
Documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded

2.4 - Competency and Skill Development

2.4.1 - Institution provides opportunities for developing competencies and skills in different functional areas through specially designed activities / experiences that include Organizing Learning (lesson plan) Developing Teaching Competencies Assessment of Learning Technology Use and Integration Organizing Field Visits Conducting Outreach/ Out of Classroom Activities Community Engagement Facilitating Inclusive Education Preparing

Three/Four of the above

Individualized Educational Plan(IEP)	
File Description	Documents
Data as per Data Template	No File Uploaded
Documentary evidence in support of the selected response/s	No File Uploaded
Reports of activities with video graphic support wherever possibl	View File
Any other relevant information	View File
2.4.2 - Students go through a set of activities as preparatory to school- based practice teaching and internship. Pre practice teaching / internship orientation / training encompasses certain significant skills and competencies such as Formulating learning objectives Content mapping Lesson planning/ Individualized Education Plans (IEP) Identifying varied student abilities Dealing with student diversity in classrooms Visualising differential learning activities according to student needs Addressing inclusiveness Assessing student learning Mobilizing relevant and varied learning resources Evolving ICT based learning situations Exposure to Braille /Indian languages /Community engagement	Four/Five of the above
File Description	Documents
Data as per Data Template	View File
Reports and photographs / videos of the activities	View File
Attendance sheets of the workshops / activities with seal and signature of the Principal	No File Uploaded
Documentary evidence in support of each selected activity	No File Uploaded
Any other relevant information	No File Uploaded
2.4.3 - Competency of effective communication is developed in students through several activities such as Workshop sessions for effective communication Simulated sessions for	Three of the above

practicing communication in different situations Participating in institutional activities as ‘anchor’, ‘discussant’ or ‘rapporteur’ Classroom teaching learning situations along with teacher and peer feedback

File Description	Documents
Data as per Data Template	View File
Details of the activities carried out during the academic year in respect of each response indicated	No File Uploaded
Any other relevant information	View File

2.4.4 - Students are enabled to evolve the following tools of assessment for learning suited to the kinds of learning engagement provided to learners, and to analyse as well as interpret responses Teacher made written tests essentially based on subject content Observation modes for individual and group activities Performance tests Oral assessment Rating Scales

Two of the above

File Description	Documents
Data as per Data Template	No File Uploaded
Samples prepared by students for each indicated assessment tool	View File
Documents showing the different activities for evolving indicated assessment tools	No File Uploaded
Any other relevant information	View File

2.4.5 - Adequate skills are developed in students for effective use of ICT for teaching learning process in respect of Preparation of lesson plans Developing assessment tools for both online and offline learning Effective use of social media/learning apps/adaptive devices for learning Identifying and selecting/developing online learning resources Evolving learning sequences (learning activities) for

One of the above

online as well as face to face situations	
File Description	Documents
Data as per Data Template	No File Uploaded
Documentary evidence in support of each response selected	View File
Sample evidence showing the tasks carried out for each of the selected response	View File
Any other relevant information	No File Uploaded
2.4.6 - Students develop competence to organize academic, cultural, sports and community related events through Planning and scheduling academic, cultural and sports events in school Planning and execution of community related events Building teams and helping them to participate Involvement in preparatory arrangements Executing/conducting the event	Two of the above
File Description	Documents
Data as per Data Template	No File Uploaded
Documentary evidence showing the activities carried out for each of the selected response	No File Uploaded
Report of the events organized	No File Uploaded
Photographs with caption and date, wherever possible	View File
Any other relevant information	No File Uploaded
2.4.7 - A variety of assignments given and assessed for theory courses through Library work Field exploration Hands-on activity Preparation of term paper Identifying and using the different sources for study	Four of the above

File Description	Documents
Data as per Data Template	No File Uploaded
Samples of assessed assignments for theory courses of different programmes	View File
Any other relevant information	No File Uploaded

2.4.8 - Internship programme is systematically planned with necessary preparedness Describe institution's preparatory efforts at organizing internship programme in not more than 100-200 words with respect to the following: Selection/identification of schools for internship: participative/on request Orientation to school principal/teachers Orientation to students going for internship Defining role of teachers of the institution Streamlining mode/s of assessment of student performance Exposure to variety of school set ups

Before the starting of internship programme, the list of identified schools is sent to D.E.O. office for approval. On receiving the approval, the school principals, teacher incharges, and the concerned students are also notified .Orientation of students is held regarding regulations and guidelines of attendance in school etc.Teachers personally visit the schools to meet the principals and school mentors regarding the performance of prospective teachers.Educators check the assessment and attendance regularly of the students.Internship is carried out in a very well planned manner.

File Description	Documents
Documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded

2.4.9 - Number of students attached to each school for internship during the academic year

2.4.9.1 - Number of final year students during the academic year

115

File Description	Documents
Data as per Data Template	No File Uploaded
Plan of teacher engagement in school internship	No File Uploaded
Any other relevant information	View File

2.4.10 - Nature of internee engagement during **Nine/All of the above**

**internship consists of Classroom teaching
Mentoring Time-table preparation Student
counseling PTA meetings Assessment of
student learning – home assignments & tests
Organizing academic and cultural events
Maintaining documents Administrative
responsibilities- experience/exposure
Preparation of progress reports**

File Description	Documents
Data as per Data Template	No File Uploaded
Sample copies for each of selected activities claimed	No File Uploaded
School-wise internship reports showing student engagement in activities claimed	View File
Wherever the documents are in regional language, provide English translated version	No File Uploaded
Any other relevant information	No File Uploaded

2.4.11 - Institution adopts effective monitoring mechanisms during internship programme. Describe in not more than 100-200 words, the monitoring mechanisms adopted to ensure optimal impact of internship in schools with specific reference to the role of teacher educators, school principal, school teachers and peers.

For monitoring purposes, each school is designated to a teacher. He/She is the one who coordinates with school principal, school mentors and the internee students. The teacher is in constant touch with the school, visits the school intermittently. The school mentors also keep the college teachers informed about the performance of interns. Moreover, one or sometimes two students are made leaders of the group who also keep record of time table adjustments or other aspects like any challenges they face in the school.

File Description	Documents
Documentary evidence in support of the response	View File
Any other relevant information	No File Uploaded

2.4.12 - Performance of students during internship is assessed by the institution in

One of the above

terms of observations of different persons such as Self Peers (fellow interns) Teachers / School* Teachers Principal / School* Principal B. Ed Students / School* Students (* ‘Schools’ to be read as “TEIs” for PG programmes)

File Description	Documents
Assessment criteria adopted by each of the selected persons (For Bachelor and PG Programmes as applicable)	View File
Two filled in sample observation formats for each of the claimed assessors	View File
Any other relevant information	No File Uploaded

2.4.13 - Comprehensive appraisal of interns’ performance is in place. The criteria used for assessment include Effectiveness in class room teaching Competency acquired in evaluation process in schools Involvement in various activities of schools Regularity, initiative and commitment Extent of job readiness

Three of the above

File Description	Documents
Format for criteria and weightages for interns’ performance appraisal used	View File
Five filled in formats for each of the aspects claimed	View File
Any other relevant information	No File Uploaded

2.5 - Teacher Profile and Quality

2.5.1 - Number of fulltime teachers against sanctioned posts during the year

29

File Description	Documents
Data as per Data Template	View File
Sanction letters indicating number of posts (including management sanctioned posts) with seal and signature of the principal	No File Uploaded
English translation of sanction letter, if it is in regional language	No File Uploaded
Any other relevant information	No File Uploaded

2.5.2 - Number of fulltime teachers with Ph. D. degree during the year

01

File Description	Documents
Data as per Data Template	View File
Certificates of Doctoral Degree (Ph.D) of the faculty	No File Uploaded
Any other relevant information	No File Uploaded

2.5.3 - Number of teaching experience of full time teachers for the during the year

29

2.5.3.1 - Total number of years of teaching experience of full-time teachers for the academic year

115

File Description	Documents
Copy of the appointment letters of the fulltime teachers	View File
Any other relevant information	No File Uploaded

2.5.4 - Teachers put-forth efforts to keep themselves updated professionally Describe the nature of efforts by teachers to keep themselves updated professionally in not more than 100-200 words 1. In house discussions on current developments and issues in education 2. Share information with colleagues and with other institutions on policies and regulations

Teachers keep on attending various seminars, conferences, workshops, FDPs (online and offline), present papers at various forums, organise all such events. They are invited to various forums to

present papers, ,give expert lectures. All these experiences help the teachers to grow professionally. Lot of them have published papers in journals, contributing chapters to books.

File Description	Documents
Documentary evidence to support the claim	No File Uploaded
Any other relevant information	View File

2.6 - Evaluation Process

2.6.1 - Continuous Internal Evaluation (CIE) of student learning is in place in the institution Describe details of the Continuous Internal Evaluation in the institution highlighting its major components in not more than 100-200 words

Internal evaluation as prescribed by Panjab University norms is strictly followed by the college. The students are evaluated at two levels, college and the University. In theory papers, 20% component of the evaluation is carried out at the college level .The remaining 80% of the evaluation is done at the university level by way of semester-end examinations.Evaluation methods followed for internal assessment include written tests, presentations, assignments, etc.The internal assessment marks too are uploaded online.

File Description	Documents
Relevant documents related to Internal Evaluation System at the institution level with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

2.6.2 - Mechanism of internal evaluation is transparent and robust and time bound; Institution adopts the following in internal evaluation Display of internal assessment marks before the term end examination Timely feedback on individual/group performance Provision of improvement opportunities Access to tutorial/remedial support Provision of answering bilingually

Three of the above

File Description	Documents
Copy of university regulation on internal evaluation for teacher education	No File Uploaded
Annual Institutional plan of action for internal evaluation	View File
Details of provisions for improvement and bi-lingual answering	No File Uploaded
Documentary evidence for remedial support provided	No File Uploaded
Any other relevant information	No File Uploaded

2.6.3 - Mechanism for grievance redressal related to examination is operationally effective

The institution has a well-defined system in place to deal with examination related grievances. The Grievance and redressal Cell helps in direct communication of the students with the Management. Suggestionboxes are kept in the college through which students can communicate their grievances. Theconvenor of the grievance and redressal cell is Ms. Neelam Raju.The evaluated papers related to internal examination consisting of class tests, assignments, projects, etc. are returned to students with detailed remarks and suggestions for improvement. Any query of students regarding the feedback and evaluation is thoroughly addressed by the respective teachers.

File Description	Documents
Academic calendar of the Institution with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

2.6.4 - The institution adheres to academic calendar for the conduct of Internal Evaluation Describe the mechanism of adhering to academic calendar for the conduct of Internal Evaluation in the institution in not more than 100-200 words.

Before the commencement of the academic year, the academic committee of the Institution prepares the 'Academic calendar' in consultation with the academic calendar received from the Panjab University, Chandigarh. It is available in the college office. It contains relevant information regarding the teaching learning schedule (working days), various events to be organized, days and

weeks to be celebrated, holidays, dates of internal examination, semester examination etc. The academic calendar is prepared so that teachers should know all the activities regarding continuous internal evaluation process. The calendar is also reflected in the daily planners of the teachers. The Academic calendar is forwarded to the IQAC for undertaking various quality initiatives during the year. The IQAC compiles the inputs received from the various teachers and prepares a comprehensive plan accordingly.

File Description	Documents
Academic calendar of the Institution with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

2.7 - Student Performance and Learning Outcomes

2.7.1 - The teaching learning process of the institution is aligned with the stated PLOs and CLOs. Describe the way in which institution ensures alignment of stated PLOs and CLOs with the teaching learning process in not more than 100 - 200 words.

Learning outcomes form an integral part of college vision, mission and objectives. The learning objectives are communicated through various means such as college prospectus, principal's address to students and parents, alumnae meets and dissemination in classroom by concerned staff. These are also prominently featured on college boards, college magazine and other publications brought during conferences and seminars, informing the stakeholders, especially the parents, persuade students towards skill oriented and value-based courses. Students are made aware of the course specific outcomes through orientation programme, classroom discussion, expert lectures and practicals. Teachers are also well communicated about the outcomes. The college deputed teachers for workshops, seminars, conferences and FDPs to enrich them to attain the outcomes while teaching learning in the classes. The program outcomes, program specific outcomes and the course outcomes have been clearly stated. These are in accordance with the syllabi prescribed by Panjab University, Chandigarh. The Program outcomes of B.Ed. and M.Ed. are intended towards making the education process a more holistic experience for the pupil teachers, whose main motive is not only the acquisition of knowledge but also the application of this acquired knowledge through practical training. This type of work experience can be gained through real life experiences. Besides this, students will attain various contemporary life skills like critical thinking, problem solving, analytic reasoning, cognitive skills, self-directed learning etc.

File Description	Documents
Documentary evidence in support of the claim	No File Uploaded
Any other relevant information	View File

2.7.2 - Pass percentage of Students during the year

File Description	Documents
Data as per Data Template	View File
Result sheet for each year received from the Affiliating University	View File
Certified report from the Head of the Institution indicating pass percentage of students program-wise	No File Uploaded
Any other relevant information	No File Uploaded

2.7.3 - The progressive performance of students and attainment of professional and personal attributes in line with the PLOs and CLOs is monitored and used for further improvements

The progressive performance of students and attainment of professional and personal attributes in line with the PLOs and CLOs are monitored time to time for further improvement in students so that they can excel in learning different innovative teaching methods and are able to know about latest strategies of teaching and learning process. Different skills are developed and enhanced in the students so as to meet the growing demands of the present scenario of education. Regular assessment is an integral part of the instruction process and is important in helping students learn. The most appropriate assessments to improve performance levels of student learning are tests, presentations, performance in workshops, written assignments, and other assessments that teachers make in their classes on a regular basis. Teachers rely on the results from these assessments because of their direct relationship with classroom teaching goals.

File Description	Documents
Documentary evidence showing the performance of students on various internal assessment tasks and the LOs achieved	No File Uploaded
Any other relevant information	No File Uploaded

2.7.4 - Performance of outgoing students in internal assessment

2.7.4.1 - Number of students achieving on an average 70% or more in internal assessment activities during the year

115

File Description	Documents
Number of students achieving on an average 70% or more in internal assessment activities during t	View File
Record of student-wise / programme-wise / semester-wise internal assessment of students during the year	No File Uploaded
Any other relevant information	No File Uploaded

2.7.5 - Performance of students on various assessment tasks reflects how far their initially identified learning needs are catered to. Describe with examples the extent to which the assessment task and the performance of students reflect their initially identified learning needs in not more than 100 -200 words.

The Institution regularly evaluates the performance of students through various methods for measuring the attainment of each of the Program Outcomes, Program Specific Outcomes and Course Outcomes. Evaluation Process: The programme outcomes and Programme Specific outcomes are assessed with the help of course outcomes of the relevant programme through direct evaluation process. It is provided through University Examinations, terminal exams, internal and home assignments, unit tests, surprise tests etc. Remedial coaching is also provided to slow learners to make pace with the desired progression.

File Description	Documents
Documentary evidence in respect to claim	No File Uploaded
Any other relevant information	View File

2.8 - Student Satisfaction Survey

2.8.1 - Online student satisfaction survey regarding teaching learning process

Nil

RESEARCH AND OUTREACH ACTIVITIES

3.1 - Resource Mobilization for Research

3.1.1 - Number of research projects funded by government and/ or non-government agencies during the year

Nil

File Description	Documents
Data as per Data Template	No File Uploaded
Sanction letter from the funding agency	No File Uploaded
Any other relevant information	No File Uploaded

3.1.2 - Number of grants received for research projects from government and / or non-government agencies during the year (INR in Lakhs)

Nil

File Description	Documents
Sanction letter from the funding agency	No File Uploaded
Income Expenditure statements highlighting the research grants received certified by the auditor	No File Uploaded
Any other relevant information	No File Uploaded

3.1.3 - In-house support is provided by the institution to teachers for research purposes during the year in the form of Seed money for doctoral studies / research projects Granting study leave for research field work Undertaking appraisals of institutional

Three of the above

functioning and documentation Facilitating research by providing organizational supports Organizing research circle / internal seminar / interactive session on research

File Description	Documents
Data as per Data Template	No File Uploaded
Institutional Policy document detailing scheme of incentives	View File
Sanction letters of award of incentives	No File Uploaded
Income Expenditure statements highlighting the relevant expenditure with seal and signature of the Principal	No File Uploaded
Documentary evidence for each of the claims	No File Uploaded
Any other relevant information	View File

3.1.4 - Institution has created an eco-system for innovation and other initiatives for creation and transfer of knowledge that include Participative efforts (brain storming, think tank etc.) to identify possible and needed innovations Encouragement to novel ideas Official approval and support for innovative try-outs Material and procedural supports

Two of the above

File Description	Documents
Documentary evidences in support of the claims	View File
Details of reports highlighting the claims made by the institution	No File Uploaded
Reports of innovations tried out and ideas incubated	View File
Copyrights or patents filed	No File Uploaded
Any other relevant information	View File

3.2 - Research Publications

3.2.1 - Number of research papers / articles per teacher published in Journals notified on UGC

website during the year

03

File Description	Documents
Data as per Data Template	No File Uploaded
First page of the article/journals with seal and signature of the Principal	View File
E-copies of outer jacket/contents page of the journals in which articles are published	No File Uploaded
Any other relevant information	No File Uploaded

3.2.2 - Number of books and / or chapters in edited books published and papers in National / International conference-proceedings per teacher during the year

03

File Description	Documents
Data as per Data Template	No File Uploaded
• First page of the published book/chapter with seal and signature of the Principal	View File
E-copies of outer jacket/contents page of the books, chapters and papers published along with ISBN number in national / international conference-proceedings per teacher	View File
Any other relevant information	No File Uploaded

3.3 - Outreach Activities**3.3.1 - Number of outreach activities organized by the institution during the year****3.3.1.1 - Total number of outreach activities organized by the institution during the year**

06

File Description	Documents
Data as per Data Template	No File Uploaded
Report of each outreach activity organized along with video/ photographs with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

3.3.2 - Number of students participating in outreach activities organized by the institution during the year

3.3.2.1 - Number of students participating in outreach activities organized by the institution during the year

157

File Description	Documents
Event-wise newspaper clippings / videos / photographs with captions and dates	View File
Report of each outreach activity with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

3.3.3 - Number of student participation in national priority programmes such as Swachh Bharat, AIDs awareness, Gender sensitivity, Yoga, Digital India, National Water Mission during the year

180

3.3.3.1 - Number of students participated in activities as part of national priority programmes during the year

10

File Description	Documents
Data as per Data Template	No File Uploaded
Documentary evidence in support of the claim along with photographs with caption and date	View File
Any other relevant information	No File Uploaded

3.3.4 - Outreach activities in the community in terms of influencing and sensitizing students to social issues and contribute to community development Describe the way in which outreach activities conducted sensitized students to social issues and community development in not more than 100-200 words.

REPORT ON

EMBRACEMENT/ ADOPTION PROGRAMME AT VILLAGE DALEWAL

Guru Nanak College of Education is one of the leading colleges in Hoshiarpur District, has always been offering and providing best education to its students and benefit to society by organising Social Welfare Programmes as well. So under the guidance of Management and Principal village Dalewal was adopted for partial development under the theme "EMBRACEMENT/ADOPTION, VILLAGE DEVELOPMENT PROGRAMME "on Dated 28.07.2022.

Village Adoption Programme will facilitate partial development of the village Dalewal and to sensitize the villagers about cleanliness, hygiene, and environment protection sanitation, safe drinking water, livelihood options etc. A committee of Five members were constituted including Ms.Pushpinder Kaur (Convener), Ms. Meenal, Ms.Gurpreet Kaur, Ms.Manpreet Kaur (Members) who are carrying this adoption programme .This village is hardly 2KMs for away from the college campus. The entire village comprises One Hundred houses including estimated population of 600 .At present the village has one Govt. Primary School, A community Hall, A Gurudwara Sahib and a Dharmshala. We do visit to the village every Fridays and Saturdays of the every week for providing our services to the villagers, from 1:00 AM to 3:00 PM. Many of more activities have been covered under the village adoption.

File Description	Documents
Relevant documentary evidence for the claim	View File
Report of each outreach activity signed by the Principal	View File
Any other relevant information	View File

3.3.5 - Number of awards and honours received for outreach activities from government / recognized agency during the year

01

File Description	Documents
Data as per Data Template	View File
Appropriate certificates from the awarding agency	No File Uploaded
Any other relevant information	View File

3.4 - Collaboration and Linkages

3.4.1 - Number of linkages for Faculty exchange, Student exchange, research etc. during the year

02

3.4.1.1 - Number of linkages for faculty exchange, student exchange, research etc. during the year

02

File Description	Documents
Data as per Data Template	View File
List of teachers/students benefited by linkage – exchange and research	No File Uploaded
Report of each linkage along with videos/photographs	View File
Any other relevant information	No File Uploaded

3.4.2 - Functional MoUs with institutions of National and / or International importance, other universities, industries, corporate houses etc. during the academic year

10

File Description	Documents
Data as per Data Template	No File Uploaded
Copies of the MoU's with institution / industry/ corporate houses	View File
Any other relevant information	No File Uploaded

3.4.3 - Institution has linkages with schools and other educational agencies for both academic and outreach activities and jointly organizes

Three/Four of the above

Local community based activities Practice teaching /internship in schools Organizes events of mutual interest- literary, cultural and open discussions on pertinent themes to school education Discern ways to strengthen school based practice through joint discussions and planning Join hands with schools in identifying areas for innovative practice Rehabilitation Clinics Linkages with general colleges

File Description	Documents
Data as per Data Template	View File
Report of each activities with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The institution has adequate facilities for Teaching- Learning. viz., classrooms, laboratories, sports field, fitness center, equipment, computing facilities, sports complex, etc. for the various programme offered Describe the adequacy of facilities for Teaching –Learning as per the minimum specified requirement by statutory bodies in not more than 100 - 200 words

GNCE has a well-developed hightech campus. It is equipped with modern facilities and learning resources to achieve academic excellence according to its vision and strategic objectives The College has adequate physical and academic facilities required as per UGC guidelines to run the B.Ed, M.Ed programs. The infrastructure facilities and learning resources are categorized as library, laboratories, computer centre, class room teaching, events. Support facilities include hostels, canteens, convocation hall, seminar halls and committee rooms. Besides the building, the college has spacious playground for sports activities. Other utilities including safe drinking water, restrooms and power generators are also available at campus. Technology Enabled learning facility: The College has ICT Classrooms where the provision of Multimedia learning, Wi-Fi connectivity and internet access is given. The College has multipurpose seminar halls. These halls are regularly used for conducting national / international seminars at the college. The students are promoted for active involvement in paper presentations, group discussions, etc. College has well equipped labs for each teaching subject Psychology lab, Computer lab, Language lab, Social Science lab, Mathematics lab, Science lab, Art

and craft lab, ET lab, Music lab, Physical lab etc.

File Description	Documents
List of physical facilities available for teaching learning	View File
Geo-tagged photographs	View File
Any other relevant information	No File Uploaded

4.1.2 - Number of classrooms and seminar hall(s) with ICT- enabled facilities such as smart classroom, LMS, video and sound systems etc. during the year.

4.1.2.1 - Number of classrooms and seminar hall(s) with ICT facilities

03

File Description	Documents
Data as per Data Template	View File
Geo-tagged photographs	View File
Link to relevant page on the Institutional website	Nil
Any other relevant information	No File Uploaded

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

420000

File Description	Documents
Data as per Data Template	View File
Income Expenditure statements highlighting the expenditure on infrastructure augmentation with seal and signature of CA and the Principal	No File Uploaded
Any other relevant information	No File Uploaded

4.2 - Library as a Learning Resource

4.2.1 - Institution has adopted automation of library using Integrated Library Management System (ILMS) or any other software Describe the features of Library Automation in not more than 100 – 200 words.

The library has been operating since 2003. The library covers the

total area of 68*28 feet including stack area. Users are available to navigate the library using an automated system. Around 15000 printed books available at the library as 32 peer-reviewed journals are listed on the UGC. Furthermore the library offers 25000 e-books as well as access to over 17000 online journals through database such as DelNET and N-list. We also have around 1900 reference books including Encyclopaedias and dictionaries. Besides service and Research books. Competitive examination books are also a part of the library. The library also offers a book Bank service to the needy students. The library has fiction books and non fiction books for the students entertainment. It also contains thesis and doctoral dissertations for higher Learning. It offers wireless internet access and provide hard copies of back volume journals for research purposes. The library supports audio video and multimedia AIDS for the full potential of its use and it also has a printer and photo state machine. The Library has adopted BIBLIOSOFT library management software for automating the operations. All books in the library are arranged in almirahs and selves by their Dewey Decimal Classification (DDC) number.

File Description	Documents
Bill for augmentation of library signed by the Principal	View File
Web-link to library facilities, if available	http://gnce.ac.in/wp-content/uploads/2023/07/GNCE-Library-Details.pdf
Any other relevant information	No File Uploaded

4.2.2 - Institution has remote access to library resources which students and teachers use frequently Give details of Gateway for remote access to library resources used by teachers and students in not more than 100 - 200 words

The teachers and students can have access to e-journals subscribed by the college library; e-books purchased by the college library and can have access to e-resources (e-journals and e-books) through the NLIST programme of INFLIBNET, the membership of which is renewed on monthly basis by the college library. All the stakeholders and research scholars from different universities and colleges from different states can have access to check the titles of M.Ed. dissertations and Ph.D. theses available in the college library

File Description	Documents
Landing page of the remote access webpage	No File Uploaded
Details of users and details of visits/downloads	View File
Any other relevant information	View File

4.2.3 - Institution has subscription for e-resources and has membership / registration for the following e-journals e-Shodh Sindhu Shodhganga e-books Databases

Three of the above

File Description	Documents
Data as per Data template	No File Uploaded
Receipts of subscription /membership to e-resources	View File
E-copy of the letter of subscription /member ship in the name of institution	View File
Any other relevant information	No File Uploaded

4.2.4 - Annual expenditure for purchase of books, journals, and e-resources during the year (INR in Lakhs)

79120

File Description	Documents
Data as per Data Template	No File Uploaded
Income Expenditure statements highlighting the expenditure on purchase of books, journals, e-resources with seal and signature of both the Principal and Chartered Accountant	View File
Any other relevant information	No File Uploaded

4.2.5 - Per day usage of library by teachers and students during the academic year

4.2.5.1 - Number of teachers and students using library for Month one (not less than 20 working days) during the academic year

209

File Description	Documents
Document showing the number of teachers and students using library / e-library per working day/ logins in remote access for 10 days each for five months during the academic year with seal and signature of both the librarian and principal	View File
Link to certified copies of the ledger pages/screenshots of the data for 5 days each for 5 working months selected by the institution	Nil
Any other relevant information	View File

4.2.6 - Efforts are made to make available National Policies and other documents on education in the library suitable to the three streams of teacher education –general teacher education, special education and physical education by the following ways Relevant educational documents are obtained on a regular basis Documents are made available from other libraries on loan Documents are obtained as and when teachers recommend Documents are obtained as gifts to College

Two of the above

File Description	Documents
Data as per Data Template	No File Uploaded
Any other relevant information	View File

4.3 - ICT Infrastructure

4.3.1 - Institution updates its ICT facilities including Wi-Fi Describe ICT facilities including Wi-Fi with date and nature of updation in not more than 100 - 200 words

New computers are added as per the requirement on regular basis. The institution is equipped with 47 computers with internet connectivity of 30 MBPS. The students of M.Ed. use computer lab and internet service to do their dissertation work. The students are allowed to work in the computer lab during the computer hour. Students make use of the tape recorder for cultural programs and to prepare audio lessons. The CDs available are utilized by the staff while the

demonstration. The staff members also have open access to the computer lab for browsing and preparing multimedia presentations. There are two computers in the college office. Computers are used in the office for keeping all the records of the students and faculty. Records pertaining to accounts, correspondence, and all types of official information are stored. Scanner is used to scan important documents, clippings, or photographs for writing reports or documentation. Computer is also available in IQAC room.

File Description	Documents
Document related to date of implementation and updation, receipt for updating the Wi-Fi	View File
Any other relevant information	No File Uploaded

4.3.2 - Student – Computer ratio during the academic year

1: 5

File Description	Documents
Data as per data template	View File
Purchase receipts and relevant pages of the Stock Register with seal and signature of the principal	View File
Any other relevant information	No File Uploaded

4.3.3 - Available bandwidth of internet connection in the Institution (Leased line) Opt any one:

E. < 50 MBPS

File Description	Documents
Receipt for connection indicating bandwidth	No File Uploaded
Bill for any one month during the academic year indicating internet connection plan, speed and bandwidth	View File
Any other relevant Information	No File Uploaded

4.3.4 - Facilities for e-content development are available in the institution such as Facilities for e-content development are available in the institution such as Studio / Live studio Content

distribution system Lecture Capturing System (LCS) Teleprompter Editing and graphic unit

File Description	Documents
Data as per Data Template	No File Uploaded
Link to videos of the e-content development facilities	Nil
List the equipment purchased for claimed facilities along with the relevant bills	No File Uploaded
Link to the e-content developed by the faculty of the institution	Nil
Any other relevant information	No File Uploaded

4.4 - Maintenance of Campus and Infrastructure
4.4.1 - Expenditure incurred exclusively on maintenance of physical and academic support facilities during the year (INR in Lakhs)

6,773,838

File Description	Documents
Data as per Data Template	No File Uploaded
Income Expenditure statements highlighting relevant items with seal and signature of the Principal and Chartered Accountant	View File
Any other relevant information	No File Uploaded

4.4.2 - Systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. are in place Describe policy details of systems and procedures for maintaining and utilizing physical, academic and support facilities in not more than 100 - 200 words

The College has adopted vigorous systems and procedures along with manpower monitoring to ensure proper maintenance and utilization of physical, academic, and support facilities- laboratories, library, sports facilities, classrooms, seminar halls, computers, etc. To keep the whole campus including office, laboratories, library, hostel, etc. clean and hygienic, separate staff has been engaged. The upkeep of computers, LAN, internet, Wi-Fi, and other ICT facilities and design, is a regular feature of the College. The

College has qualified regular staff for the maintenance of electrical work, civil work, etc.

File Description	Documents
Appropriate link(s) on the institutional website	http://gnce.ac.in/
Any other relevant information	No File Uploaded

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - A range of capability building and skill enhancement initiatives are undertaken by the institution such as Career and Personal Counseling Skill enhancement in academic, technical and organizational aspects Communicating with persons of different disabilities: Braille, Sign language and Speech training Capability to develop a seminar paper and a research paper; understand/appreciate the difference between the two E-content development Online assessment of learning

One/Two of the above

File Description	Documents
Data as per Data Template	View File
Report on each capability building and skill enhancement initiative adopted with seal and signature of the Principal	No File Uploaded
Sample feedback sheets from the students participating in each of the initiative	No File Uploaded
Photographs with date and caption for each initiative	No File Uploaded
Any other relevant information	No File Uploaded

5.1.2 - Available student support facilities in institution are Vehicle Parking Common rooms separately for boys and girls Recreational facility First aid and medical aid Transport Book bank Safe drinking water Hostel Canteen Toilets for girls Indicate the

Nine or more of the above

one/s applicable	
File Description	Documents
Geo-tagged photographs	View File
Any other relevant information	No File Uploaded
5.1.3 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	C. Any 2 of the above
File Description	Documents
Data as per Data Template for the applicable options	No File Uploaded
Institutional guidelines for students' grievance redressal	View File
Composition of the student grievance redressal committee including sexual harassment and ragging	View File
Samples of grievance submitted offline	View File
Any other relevant information	No File Uploaded
5.1.4 - Institution provides additional support to needy students in several ways such as Monetary help from external sources such as banks Outside accommodation on reasonable rent on shared or individual basis Dean student welfare is appointed and takes care of student welfare Placement Officer is appointed and takes care of the Placement Cell Concession in tuition fees/hostel fees Group insurance (Health/Accident)	Two of the above

File Description	Documents
Data as per Data template	View File
Income Expenditure statement highlighting the relevant expenditure towards student concession along with approval / sanction letter	View File
Report of the Placement Cell	View File
Any other relevant information	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of students of the institution placed as teachers/teacher educators during the year

Number of students placed as teachers/teacher educators	Total number of graduating students
08	33

File Description	Documents
Data as per Data Template	View File
Reports of Placement Cell for during the year	View File
Appointment letters of 10 percent graduates for each year	No File Uploaded
Any other relevant information	No File Uploaded

5.2.2 - Number of student progression to higher education during the academic year

5.2.2.1 - Number of outgoing students progressing from Bachelor to PG (A1).

2

File Description	Documents
Data as per Data Template	View File
Details of graduating students and their progression to higher education with seal and signature of the principal	View File
Documentary evidence in support of the claim	No File Uploaded
Any other relevant information	No File Uploaded

5.2.3 - Number of students qualifying state/national level examinations during the year (eg: NET/SLET/ TET/ CTET)

12

File Description	Documents
Data as per Data Template	View File
Copy of certificates for qualifying in the state/national examination	View File
Any other relevant information	No File Uploaded

5.3 - Student Participation and Activities

5.3.1 - Student council is active and plays a proactive role in the institutional functioning Describe the ways in which student council plays a proactive role in the institutional functioning and contribute for students welfare in not more than 100 - 200 words

The College has a Students Representative body and it is named as "Student Council". The student council gives the students a voice - a platform to be heard. With the objective of inculcating the qualities of leadership and responsibility in the students, an active Student Council is in place along with a strong representation of students in the academic and administrative bodies/committees. The Class Representative (CR) system is fundamental to student representation as leaders. It allows one student to represent each class of students in the college with regular meetings held to ensure the systems efficiency and effectiveness in putting forward the interests and views of the students. The members of the student council are elected by the students using democratic selection methods. Monthly Student Council Meetings are conducted during the semester. Student Council meetings play a major role to assess the teaching, learning, and support

services provided to the students by the Institution where students organize extracurricular events, competitions in addition to their leadership skills. Committee activities, workshops and Inter-University competitions enhance communication skills, team management skills, leadership skills, time management, resource management skills and build confidence in each student.

File Description	Documents
Copy of constitution of student council signed by the Principal	No File Uploaded
List of students represented on different bodies of the Institution signed by the Principal	View File
Documentary evidence for alumni role in institution functioning and for student welfare	No File Uploaded
Any other relevant information	No File Uploaded

5.3.2 - Number of sports and cultural events organized at the institution during the year

10

File Description	Documents
Data as per Data Template	No File Uploaded
Reports of the events along with the photographs with captions and dates	View File
Copy of circular / brochure indicating such kind of events	View File
Any other relevant information	View File

5.4 - Alumni Engagement

5.4.1 - Alumni Association/Chapter (registered / non-registered but functional) contributes significantly for the development of the institution Describe the role of alumni association in the development of institution in not more than 100 - 200 words highlighting two significant contributions in any functional aspects

Till the Present day our college have not registered Alumni Association but college Alumni Association running in very effective way yearly. Institution always keep in touch with alumni through phone calls, messages, and whatsapp groups. Till date Alumni is not contributing in terms of funds but our alumni contribute to

college in admissions, cooperate in youth festivals training.

File Description	Documents
Details of office bearers and members of alumni association	No File Uploaded
Certificate of registration of Alumni Association, if registered	No File Uploaded
Any other relevant information	No File Uploaded

5.4.2 - Alumni has an active role in the regular institutional functioning such as Motivating the freshly enrolled students Involvement in the in-house curriculum development Organization of various activities other than class room activities Support to curriculum delivery Student mentoring Financial contribution Placement advice and support

Three/Four of the above

File Description	Documents
Documentary evidence for the selected claim	No File Uploaded
Income Expenditure statement highlighting the alumni contribution	No File Uploaded
Report of alumni participation in institutional functioning for the academic year	View File
Any other relevant information.	View File

5.4.3 - Number of meetings of Alumni Association held during the year

01

File Description	Documents
Data as per Data Template	View File
Agenda and minutes of the meeting of Alumni Association with seal and signature of the Principal and the Secretary of the Association	View File
Any other relevant information	No File Uploaded

5.4.4 - Alumni Association acts as an effective support system to the institution in motivating students as well as recognizing, nurturing and furthering any special talent/s in them. Describe the mechanism through which Alumni Association acts as an effective support system to the institution in motivating, nurturing special talent in not more than 100 - 200 words

The Alumni association acts as support system to the institution in motivating students as well as recognizing, nurturing and furthering any special talent/s in them. The activities of the alumni association include: The Alumni association functions to support alumni of the institution. It helps to cater to the needs of the institute in conducting campus placements. The Alumni association ensures and takes care to provide the best arrangements for placing its students in premiere institutions. The Alumni association also provides all facilities for resume writing, written test, group discussion and interviews. It plays a very important and key role in counseling and guiding the students of the college for their successful career placement which is a crucial interface between the stages of completion of the academic program of the students and their entry into the teaching profession.

File Description	Documents
Documentary evidence in support of the claim	No File Uploaded
Any other relevant information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership and participatory mechanism in tune with the vision and mission. Describe the vision and mission statement of the institution on the nature of governance, perspective plans and participation of the teachers, students and non-teaching staffs in its decision making bodies of the institution in not more than 100 - 200 words.

GNCE has the vision of excellence in academics and integrity of character and aim to develop a scientific temperament for a caring, impartial and inclusive society, with its mission to create and facilitate an environment for knowledge, research, skill, self reliance and humanitarianism that propels the young to build a caring and sharing society is seen in its governance. Our institution facilitates learning through appropriate skills and methodologies so as to render selfless service to the community. GNCE has focus upon exposing students to the use of latest educational technology making them interested and involved in learning multiple skills to enhance their employment prospects. We motivate and train students by

conducting group discussions, seminars and personality development workshops to meet the demands of the job market. The development of student into process of integrated personality is our joint responsibility. The College ensures decentralized and participatory governance. It emphasises on collaborative administration by incorporating all its stakeholders. The Management enlists the talents of the staff in shouldering various administrative responsibilities and appoints them as officials that include Principal, Vice Principal, IQAC Co-ordinator, Controller of Examinations, Superintendent of Examinations, Office Superintendent and Coordinator of various cells and incharges of classes.

File Description	Documents
Vision and Mission statements of the institution	View File
List of teachers, students and non-teaching staff on decision making bodies of the institution with seal and signature of the Principal	View File
Documentary evidence in support of the claim	No File Uploaded
Any other relevant information	No File Uploaded

6.1.2 - Institution practices decentralization and participative management Describe the process of decentralization and participative management practiced in the institution in not more than 100 - 200 words

The institution follows a democratic and participatory mode of governance with all stakeholders participating actively in its administration. The Institution functions in a well-structured and defined manner to ensure participative management at all levels of decision making. Right from the Chairman of the Management Committee to the staff and students, all the stakeholders have a role to play in the building of the college. The vice chairperson and the managing director is the part of the managing committee. The management of the college takes effective measures in encouraging and supporting the involvement of the staff for improvement of its effectiveness and efficiency throughout the year. The College has a Students Representative body and it has been aptly named as "Student Council". The Class Representative (CR) system is fundamental to student representation as leaders. It allows two students to represent each class of students in the college with regular meetings held to ensure the systems efficiency and effectiveness in putting forward the interests and views of the students. Anti-Ragging, Grievance Redressal and Discipline Committees, library

committee, Time table committee, Attendance Monitoring Committee etc take care of healthy, enjoyable and disciplined culture in the institute.

File Description	Documents
Relevant documents to indicate decentralization and participative management	View File
Any other relevant information	No File Uploaded

6.1.3 - The institution maintains transparency in its financial, academic, administrative and other functions Describe the efforts of the institution towards maintenance of transparency in its financial, academic, administrative and other functions in not more than 100 - 200 words.

Annual budget is meticulously prepared using TALLY software which helps to streamline the budget under different heads such as College Accounts, Examination Accounts and so on. Details of teaching as well as nonteaching staff, accounts, academic progress, etc. is updated every year on the NCTE and AISHE portals. All India Survey of Higher Education which is under the HRD Ministry. The institution conducts internal audits regularly by CA of the institution. College maintains student and office records such as academic qualifications, information about student teachers with details of caste, religion, results etc., details of Adhaar Card Number (UID), Voters ID Number, PAN Number, month-wise salary details of teaching & non teaching staff, Income Expenditure details of college etc.

File Description	Documents
Reports indicating the efforts made by the institution towards maintenance of transparency	View File
Any other relevant information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic plan is effectively deployed Describe one activity successfully implemented based on the strategic plan with details of deployment strategy, during the year in not more than 100 - 200 words

As a comprehensive college of education, we collaborate with our

professional communities in preparing educators, counselors, and leaders, to serve as agents of positive social change. We give access to professional careers to the students with diverse identities and backgrounds, and contribute to their personal growth. We provide advice and applied research services to the local educational community.

OUR PRIORITIES AND STRATEGIES THAT SUPPORT THEM

Five priorities are listed below.

- (1) improving program quality
- (2) supporting student success
- (3) gaining recognition and influence
- (4) ensuring financial security
- (5) ensuring a positive, productive, and efficient working and learning environment. Each priority is accompanied by a set of strategies that support them.

File Description	Documents
Link to the page leading to Strategic Plan and deployment documents	Nil
Documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc. Describe the functioning of the institutional bodies in not more than 100 - 200 words.

Administration is a cooperative efforts of Trust, Governing Body, Principal, Faculty (teaching and Non-Teaching) and students with the support and cooperation of all stakeholders for the pursuit of the common objectives. Main body of the institution is Trust, Governing Body work for the development of the institution with timely discussion with the Trust and Principal. Principal works independently in the institution with the guidance and requisite discussion with the Trust and Governing Body. Working process contributes to the objectives, Vision and Mission of the institution which is fully decentralized and going through the interaction and

timely discussion between the Principal, Vice-Principal, IQAC, Academic Core Committee, Teaching and Non- Teaching Faculty, Coordinators, Committees, Cells and Club incharges, Student Council, Supporting Staff and all the stakeholders. all the decisions are taken by management with the consultation of principal and vice principal and then it further implimented in the institution with the co-ordination and planning of teaching and non teaching staff.

File Description	Documents
Link to organogram on the institutional website	http://gnce.ac.in/wp-content/uploads/2022/05/ORGANOGRAM-OF-THE-INSTITUTION.pdf
Documentary evidence in support of the claim	No File Uploaded
Any other relevant information	View File

6.2.3 - Implementation of e-governance are in the following areas of operation Planning and Development Administration Finance and Accounts Student Admission and Support Examination System Biometric / digital attendance for staff Biometric / digital attendance for students

One/Two of the above

File Description	Documents
Data as per Data Template	No File Uploaded
Screen shots of user interfaces of each module	No File Uploaded
Annual e-governance report	View File
Geo-tagged photographs	No File Uploaded
Any other relevant information	No File Uploaded

6.2.4 - Effectiveness of various bodies / cells / committees is evident through minutes of meetings and implementation of their resolutions / decisions Describe one decision based on the minutes of the meetings of various Bodies / Cells / Committees which is successfully implemented in not more than 100 - 200 words.

College Development Committe

A meeting was conducted in the Principal office at sharp 2:00 PM on dated 26/02/2022

Agenda:

1. To provide books for M.Ed in punjabi and hindi medium
2. Accomodation for students during examination.
3. Extra classess for B.Ed students for prepartion of examination.

Proceedings:

Above mentioned agenda's were discussed with the Principal :

1. Convener of the committee dicussed about the problem of students of M.Ed that they required books for their course hindi and punjabi medium also. Principal decided to discuss with the management to provide books of hindi and punjabi medium in the library.

2. It was also discussed and decided by the principal to provide accomodation to the B.Ed/M.Ed students in the college hostel during their final examination.

3. Principal appointed duties the following teacher's to provide classes to the weak students;

1. Ms. Priya
2. Ms. Jasvir Saini
3. Mr. Arun Kumar

Action taken:

1. Mangement provide 15 books of M.Ed in the libraray from Kalyani Publisher Ludhiana.

2. Facilities and infrastructure for the B.Ed/ M.Ed students wereprovided in hostel within7-10 days.

3. Time Table was scheduled accordingly to provide extra classes to the students.

File Description	Documents
Minutes of the meeting with seal and signature of the Principal	View File
Action taken report with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - Effective implementation of welfare measures for teaching and non-teaching staff is in place
Describe the existing welfare measurements for teaching and non-teaching staff and their implementation in not more than 100 - 200 words

Guru Nanak College of Education Has the welfare schemes for the employees to keep their motivation level high and to increase the quality of institute. The welfare schemes available for the teaching faculty are as follows:

Employees Provident Fund, Monthly Casual Leaves with pay, Loan Facilities to Regular Faculty. Medical Leave for Regular Faculty Annual Increment, Maternity leave with pay, Provision of leave with pay for PHD course Work, Provision of Duty Leave for Seminars, Honor to in charges of the activities for their best organization, WIFI facility for conducting online classes and attending different seminars, workshop, etc through online mode, EPFO

The institution provides welfare schemes to the Non Teaching and Class 4 employees to keep their motivation level high. The welfare schemes available for the non teaching faculty are as follows: Loan Facilities, Contribution of Employment Provident Fund, Token money and Gifts during Festival, Medical Leave with pay Maternity Leave with pay, Provision of Uniform.

File Description	Documents
List of welfare measures provided by the institution with seal and signature of the Principal	View File
List of beneficiaries of welfare measures provided by the institution with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

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

03

File Description	Documents
Data as per Data Template	View File
Institutional Policy document on providing financial support to teachers	View File
E-copy of letter/s indicating financial assistance to teachers	View File
Certificate of participation for the claim	View File
Certificate of membership	No File Uploaded
Income Expenditure statement highlighting the financial support to teachers	View File
Any other relevant information	No File Uploaded

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

04

File Description	Documents
Data as per Data Template	View File
Brochures / Reports along with Photographs with date and caption	View File
List of participants of each programme	No File Uploaded
Any other relevant information	No File Uploaded

6.3.4 - Number of teachers undergoing online / face to face Faculty Development Programmes (FDPs) viz., Orientation Programme and Refresher Course of the ASC / HRDC, Short Term Course and any other similar programmes

04

File Description	Documents
Data as per Data Template	View File
Copy of Course completion certificates	View File
Any other relevant information	No File Uploaded

6.3.5 - The institution has a performance appraisal system for teaching and non-teaching staff Describe the process of performance appraisal system for teaching and non-teaching staff in not more than 100 - 200 words.

The institution has a strong system of performance appraisal for the teaching and non -teaching staff. Annual confidential reports are regularly maintained by the head of the institution. If any issue comes to the notice of the principal, the concerned staff member is intimated personally for improvement in future. Under the internal performance appraisal system, the Principal monitors and evaluates the performance of all its staff and communicates the areas of improvement or the overall performance annually or as per requirement. The students at the end of their course give feedback about all the teachers subject wise. Online feedback is also obtained from all students time to time. All these are scrutinized and assessed by the Principal. The Principal further communicates the outcome with the staff members in a completely confidential manner. The IQAC, also reviews Administrative and Academic progress so as to review the performance of all the faculty and office administration.

File Description	Documents
Proforma used for performance appraisal for teaching and non-teaching staff with seal and signature of the Principal	View File
Performance Appraisal Report of any three teaching and three non-teaching staff with seal and signature of the Principal	View File
Any other relevant information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal or /and external financial audit regularly Describe the process of internal and external financial audits along with the mechanism for settling audit objections, if any, during the year in not more than 100 - 200 words

The institution's accounts are audited regularly. There are two types of audit system of the account, one is internal and external. The college has an inbuilt system of the internal audit of the accounts. Management and principal conduct the internal audits and external audit is done by chartered accountant. Management and Principal look after each and every bill of the expenditure. In case of any discrepancy found at any level, it is rectified immediately. All the records of the accounts are properly maintained and updated frequently by the college and account section with the proper supervision of management.

File Description	Documents
Report of Auditors of during the year signed by the Principal.	No File Uploaded
List of audit objections and their compliance with seal and signature of the Principal	No File Uploaded
Any other relevant information	No File Uploaded

6.4.2 - Funds / Donations received from non-government bodies, individuals, philanthropists averaged over the year (not covered in Criterion III)(INR in Lakhs)

NIL

File Description	Documents
Data as per Data Template	No File Uploaded
Income Expenditure statements highlighting the relevant items with seal and signature of both the Chartered Accountant / Principal	No File Uploaded
Copy of letter from the NGO / Individual / Philanthropists stating the Fund / Donation given	No File Uploaded
Any other relevant information	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources are in place. Describe the procedure of mobilization of funds and its optimal utilization in not more than 100 - 200 words.

The major and dominant sources of funds for the institution are student's fees, bank loans, university funds for various activities, funds from society and promoters. At the beginning of every

financial year, the requirements of college office, library and various cells and committees are submitted to the management with the consultation of principal and then meeting of IQAC is held and decision for funds utilization is taken, budget is prepared and presented before the academic core committee and funds are disbursed accordingly. University funds are used for conducting youth festivals, seminars and faculty development programmes and examinations. Funds are received for smooth conduct of examinations and accounts are submitted as per norms. Other funds in the form of donations are utilized for the development of the institution. Account section of the institution maintains all records of income and expenditure to ensure financial transparency. All accounts of funds received and spent are externally audited by the chartered accountant.

File Description	Documents
Documentary evidence regarding mobilization and utilization of funds with seal and signature of the Principal	No File Uploaded
Any other relevant information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) or any other mechanism has contributed significantly for institutionalizing the quality assurance strategies Describe the process adopted by the institution for quality assurance through IQAC or any other mechanism in not more than 100 - 200 words

IQAC plays a significant role in various quality matters of the institution. The IQAC initiates, plans and supervises various activities that are necessary to increase the quality of the education imparted in the college. In the beginning of the session a plan is discussed with the principal and members of the IQAC to chalk out quality initiatives to be taken throughout the year. The duties are assigned to various staff members to execute the same. Meetings are conducted from time to time to seek appraisal of the work. IQAC encourages the faculty to take initiatives related to research, teaching, financial, student support, good practices, building community linkages and MOUs. It maintains a record of minutes of meetings and present it before the principal and management. It promotes use of modern methods of teaching and also initiates various value-added courses. IQAC encourages the teachers to send proposals for research projects in the field of education. It organizes seminars, workshops and training programmes throughout the session. It seeks and reviews the feedback obtained from various stakeholders and takes prompt action. Various events such as expert

talks, community related initiatives are also organized under the patronage of IQAC.

File Description	Documents
List of activities responsible for ensuring quality culture in the Institution with seal and signature of the principal	View File
Any other relevant information	No File Uploaded

6.5.2 - The institution reviews its teaching-learning process periodically through IQAC or any other mechanism Describe the process adopted by the institution for reviewing Teaching-Learning Process periodically in not more than 100 - 200 words.

IQAC reviews the quality of academic activities that are discussed and planned in the meetings of Academic committee. IQAC also organises its own meetings to review the quality brought in teaching learning process. The academic audit, both internal as well as external helps to know the shortcomings/suggestions for bringing quality in academic matters of the institution. IQAC promotes use of modern methods of teaching and also initiates various value-added courses and seeks its appraisal from time to time. Obtains the feedback from various stakeholders such as teachers, parents, school principals and school teachers, eminent community members and resource persons and students and takes timely action to implement the suggestions given by them.

File Description	Documents
Appropriate documents to show the visible improvement/s in Teaching-Learning Process with seal and signature of the Principal	View File
Any other relevant information	No File Uploaded

6.5.3 - Number of quality initiatives taken by IQAC or any other mechanism for promoting quality culture during the year

05

File Description	Documents
Data as per Data Template	View File
Report of the work done by IQAC or other quality mechanisms	No File Uploaded
List of quality initiatives undertaken by IQAC / other quality mechanism signed by the Principal	View File
Any other relevant information	View File

6.5.4 - Institution engages in several quality initiatives such as Regular meeting of Internal Quality Assurance Cell (IQAC) or other mechanisms; Feedback collected, analysed and used for improvements Timely submission of AQARs (only after 1st cycle) Academic Administrative Audit (AAA) and initiation of follow up action Collaborative quality initiatives with other institution(s) Participation in NIRF

Four of the above

File Description	Documents
Data as per Data Template	View File
Link to the minutes of the meeting of IQAC	Nil
Link to Annual Quality Assurance Reports (AQAR) of IQAC	Nil
Consolidated report of Academic Administrative Audit (AAA)	No File Uploaded
e-Copies of the accreditations and certifications	No File Uploaded
• Supporting document of participation in NIRF	No File Uploaded
Feedback analysis report	No File Uploaded
Any other relevant information	No File Uploaded

6.5.5 - Institutions keeps track of the incremental improvements achieved in academic and administrative domains of its functioning through quality assurance initiatives For first cycle:

Describe two examples to show incremental improvements achieved within the institution during the year in not more than 100 - 200 words each For second and subsequent cycles: Describe two examples to show incremental improvements achieved within the institution due to quality initiatives since the previous accreditation in not more than 100 - 200 words each

The college has achieved incremental improvements in both academic and administrative domains.

In first cycle 2012, The college has strengthened and taken various initiatives to promote Research among faculty and students. The college is giving adequate importance to research as per the NAAC peer team's suggestion. Seed money is provided to teachers who want to enroll in doctrate degree. Paid Leaves are given to the teachers during the refresher course. The institute has research committee, that monitors the research activities of the college. The institute has a fund that provides financial assistance to the faculty for attending seminars and conferences.

In second cycle 2017, The college has also been encouraging research projects in the field of education by proving financial assistance to the faculty members in the form of Seed money. The college also encourages students' research projects.

As far as administrative domain and its incremental improvement is concerned, two new monitors are purchased for admnistrive purpose and two almirahs are purchased for the research and IQAC Cell.

File Description	Documents
Relevant documentary evidence in support of the claim	View File
Any other relevant information	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Institution has a stated energy policy streamlining ways of energy conservation, use of alternate sources of energy for meeting its power requirements Describe the institution's energy policy streamlining ways of energy conservation, use of alternate sources of energy for meeting its power requirements in not more than 100 - 200 words.

Solar Power Panel is installed in the campus. Also, CFLs have been installed in the campus to reduce the energy consumption. Natural day light has been optimized everywhere in the campus. The teachers ensure the lights and fans are turned off every time after use. Hand-made posters by students are displayed in the campus to generate

awareness about efficient energy use.

File Description	Documents
Institution's energy policy document	View File
Any other relevant information	View File

7.1.2 - Institution has a stated policy and procedure for implementation of waste management Give a brief note on the institution policy for waste management along with its implementation procedure in not more than 100 - 200 words.

Waste-Management is the most challenging factor in our modern civilization. Proper Waste management means to keep up clean and healthy environment. Solid waste is produced through regular activities includes paper, glass, food residue and packaging material, regular different useless material, wood, metals, leather, cardboard etc. we get duly thrown into appropriate bins which later are emptied by the proper waste disposal area in our college campus. Which is later are empty by the garbage collection van. Our institute already a plastic free campus and it is encourages all of students and staff both also.

File Description	Documents
Documentary evidence in support of the claim	No File Uploaded
Any other relevant information	View File

7.1.3 - Institution waste management practices include Segregation of waste E-waste management Vermi-compost Bio gas plants Sewage Treatment Plant

One of the above

File Description	Documents
Documentary evidence in support of each selected response	No File Uploaded
Geo-tagged photographs	No File Uploaded
Income Expenditure statement highlighting the specific components	No File Uploaded
Any other relevant information	No File Uploaded

7.1.4 - Institution has water management and conservation initiatives in the form of 1. Rain

Three of the above

water harvesting 2. Waste water recycling 3. Reservoirs/tanks/ bore wells 4. Economical usage/ reduced wastage

File Description	Documents
Income Expenditure statement highlighting the specific components	No File Uploaded
Documentary evidence in support of the claim	No File Uploaded
Geo-tagged photographs	View File
Any other relevant information	No File Uploaded

7.1.5 - Institution is committed to maintenance of cleanliness, sanitation, green cover and providing a pollution free healthy environment Describe the efforts of the institution towards maintenance of cleanliness, sanitation, green cover and providing a pollution free healthy environment in not more than 100 - 200 words

institute has a clear waste management policy for disposing off dry, wet, and waste water management. We try to create consciousness among staff and students about the ways in which waste is generated and the means by which they can reduce waste generation and manage the waste they produce by following the five "R" principle of reduce, reuse, recycle, refuse and regenerate. There are separate colored bins for dry (blue) and wet (green) waste. Use of Jute and cloth bags is encouraged. Plastic is totally banned in the campus. The dry saleable materials like paper, files, plastic, old furniture and other waste is regularly sold to recycling agents thus generating some income for outreach activities. The wet waste such as kitchen and garden waste is disposed off into the dustbins earmarked for the purpose. The wet waste is recycled into the compost pit dug for the purpose which is monitored from time to time. Instead of taking CD'S from students, data is taken in Pen drives or through email. For waste water management the staff and students are advised to minimize water wastage by turning off taps when washing their hands and report any leaking taps.

File Description	Documents
Documents and/or photographs in support of the claim	No File Uploaded
Any other relevant information	View File

7.1.6 - Institution is committed to encourage

Four of the above

green practices that include Encouraging use of bicycles / E-vehicles Create pedestrian friendly roads in the campus Develop plastic-free campus Move towards paperless office Green landscaping with trees and plants

File Description	Documents
Videos / Geotagged photographs related to Green Practices adopted by the institution	View File
Circulars and relevant policy papers for the claims made	No File Uploaded
Snap shots and documents related to exclusive software packages used for paperless office	No File Uploaded
Income- Expenditure statement highlighting the specific components	No File Uploaded

7.1.7 - Number of expenditure on green initiatives and waste management excluding salary component during the year (INR in Lakhs)

0.52220

File Description	Documents
Data as per Data Template	View File
Income Expenditure statement on green initiatives, energy and waste management	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Institution puts forth efforts leveraging local environment, locational knowledge and resources, community practices and challenges. Describe institution's efforts showcasing the way it leverages local environment, locational knowledge and resources, community practices and challenges in not more than 100 - 200 words

The college is situated in the rural area. It has benefited for the rural area students who have not approached for cities. College is situated in peaceful area and there is no distraction in the study. Also, college building is used for the various competitive examinations. Moreover, college hosts the many community service activities. From last four years, Punjabi Rangmanch Kalan committee organised its cultural programme in the institution.

File Description	Documents
Documentary evidence in support of the claim	View File
Any other relevant information	View File

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

B. Any 3 of the above

File Description	Documents
Copy of the Code of Conduct for students, teachers, administrators and other staff of Institution / Affiliating University	View File
Web-Link to the Code of Conduct displayed on the institution's website	No File Uploaded
Reports / minutes of the periodic programmes to appraise adherence to the Code of Conduct	View File
Details of the Monitoring Committee, Professional ethics programmes, if any	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices (as per NAAC format given on its website) Describe any two best practices successfully implemented by the institution as per NAAC format

There are mainly two best practices implemented by the college.

1) EMBRACEMENT/ ADOPTION PROGRAMME AT VILLAGE DALEWAL

Guru Nanak College of Education is one of the leading colleges in Hoshiarpur District, has always been offering and providing best education to its students and benefit to society by organising Social Welfare Programmes as well. So under the guidance of Management and Principal village Dalewal was adopted for partial development under the theme "EMBRACEMENT/ADOPTION, VILLAGE DEVELOPMENT PROGRAMME "on Dated 28.07.2022.

Village Adoption Programme will facilitate partial development of the village Dalewal and to sensitize the villagers about cleanliness, hygiene, and environment protection sanitation, safe drinking water, livelihood options etc. A committee of Five members were constituted including Ms.Pushpinder Kaur (Convener), Ms. Meenal, Ms.Gurpreet Kaur, Ms.Manpreet Kaur (Members) who are carrying this adoption programme .This village is hardly 2KMs for away from the college campus. The entire village comprises One Hundred houses including estimated population of 600 .At present the village has one Govt. Primary School, A community Hall, A Gurudwara Sahib and a Dharmshala. We do visit to the village every Fridays and Saturdays of the every week for providing our services to the villagers, from 1:00 AM to 3:00 PM. Many of more activities have been covered under the village adoption.

2) Value Added Course : The institution has started the value added course in this year based upon the Basic Computer Skills of 30 hours and 115 students have completed this course successfully.

File Description	Documents
Photos related to two best practices of the Institution	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

7.3.1 - Performance of the institution in one area of distinctiveness related to its vision, priority and thrust Describe the institutional performance in one area of distinctiveness related to its vision, priority and thrust in not more than 100 -200 words

Our institution is situated in rural area which is serving society in every aspect of life under the Chairmanship of Er. Parmjit Singh. Our Institute is the pioneering institution with the vision to select and use right equipment and device in accordance to content of a particular topic to attain best possible results. The College is doing best in every corner of life of students, to explore their potentials, to the best of their capacity so that they transform their hidden potentials to develop a holistic personality,

productive thinking and may become effective facilitators for the future of the country.

File Description	Documents
Photo and /or video of institutional performance related to the one area of its distinctiveness	View File
Any other relevant information	View File