

## The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC.

### Part – A

**AQAR for the year**

2016-17

### 1. Details of the Institution

1.1 Name of the Institution

Guru Gobind Singh College

1.2 Address Line 1

Raikot road opposite Takshila School

Address Line 2

Sanghera,

City/Town

Barnala

State

Punjab

Pin Code

148101

Institution e-mail address

ggscsanghera@yahoo.co.in

Contact Nos.

01679-230288

Name of the Head of the Institution:

Dr. Sarbjit Singh Kular

01679230288

Tel. No. with STD Code:

Mobile:

9915976665

Name of the IQAC Co-ordinator:

Asst. Prof Harkamaldeep Singh

Mobile:

9914518060

IQAC e-mail address:

ggsciqac@gmail.com

**1.3 NAAC Track ID**

PBCOGN21284

**1.4 NAAC Executive Committee No. & Date:**

**1.5 Website address:**

www.ggscsanghera.com

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

**1.6 Accreditation Details**

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B	2.19	2016	5 years
2	2 <sup>nd</sup> Cycle	NA	NA	NA	NA
3	3 <sup>rd</sup> Cycle	NA	NA	NA	NA
4	4 <sup>th</sup> Cycle	NA	NA	NA	NA

1.7 Date of Establishment of IQAC: DD/MM/YYYY

10/04/2014

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC:

- i. AQAR \_\_\_\_\_ NA \_\_\_\_\_ (DD/MM/YYYY)4  
ii. AQAR \_\_\_\_\_ NA \_\_\_\_\_ (DD/MM/YYYY)  
iii. AQAR \_\_\_\_\_ NA \_\_\_\_\_ (DD/MM/YYYY)  
iv. AQAR \_\_\_\_\_ NA \_\_\_\_\_ (DD/MM/YYYY)

1.9 Institutional Status

University State ☒ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☒

Autonomous college of UGC Yes ☐ No ☒

Regulatory Agency approved Institution Yes ☐ No ☒

Type of Institution Co-education ☒ Men ☐ Women ☐

Urban ☒ Rural ☐ Tribal ☐

Financial Status Grant-in-aid ☒ UGC 2(f) ☒ UGC 12B ☒

Grant-in-aid + Self Financing ☒ Totally Self-financing ☐

1.10 Type of Faculty/Programme

Arts ☒ Science ☐ Commerce ☐ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

Others (Specify)

Computer Science and Dress Designing

1.11 Name of the Affiliating University

PUNJABI UNIVERSITY PATIALA

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

N.A

University with Potential for Excellence

N.A

UGC-CPE

N.A

DST Star Scheme

N.A

CE

N.A

UGC-Special Assistance Programme

N.A

N.A

UGC-Innovative PG programmes

N.A

(Specify)

UGC-COP Programmes

N.A

## **2. IQAC Composition and Activities**

2.1 No. of Teachers

04

2.2 No. of Administrative/Technical staff

02

2.3 No. of students

03

2.4 No. of Management representatives

01

2.5 No. of Alumni

03

2.6 No. of any other stakeholder and  
community representatives

03

2.7 No. of Employers/ Industrialists

Nil

2.8 No. of other External Experts

00

2.9 Total No. of members

17

2.10 No. of IQAC meetings held

04

2.11 No. of meetings with various stakeholders

No.

4

Faculty

04

Non-Teaching Staff

04

Student

04

Alumni

04

2.12 Has IQAC received any funding from UGC during the year? Yes ☐ No ☒

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars organized by the IQAC

Total No.

3

International

National

State

Institution Level

(ii) Themes

1. Awareness of UPI/BHIM APP
2. Sanitation and hygiene
3. Personality Development and Communication Skills

2.14 Significant Activities and contributions made by IQAC

IQAC plays crucial role to enhance the quality within the institute. After the institute accredited by peer team the members of IQAC were actively involved in the accomplishment of various quality enhancement programmes.

Orientation was conducted to flash the strength and weakness among the faculty members to discuss the recommendation chalked out by NAAC peer team members. In this program, numerous internal committees are formed to excel the quality of the institute. The faculty as well as non teaching staff disperses in the committees.

The IQAC has been involved to strengthen the performance of students in curriculum activities. The training sessions organized by IQAC for the faculty members to increase their basic computer knowledge as well as communication skills. The use of ICT has been introduced in the teaching learning process to improve the quality of education.

The IQAC is a bridge to ensure the academic and administrative quality to shine the internal strength and pull out the various barriers. The IQAC is a golden tool to enlighten the future of the institute.

## 2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality Enhancement and the outcome achieved by the end of the year \*

Plan of Action	Achievements
1. Re-construction of institute level welfare committees to excel the speed of quality assurance.	<ul style="list-style-type: none"><li>• To accelerate the internal quality and make the mechanism more transparent and crystal clear.</li><li>• Faculty members involved actively to perform their welfare committees responsibilities.</li><li>• Numerous committees are created.</li></ul>
2. To organise training program to provide computer literacy and communication skills.	<ul style="list-style-type: none"><li>• Training sessions at institute level organised by IQAC to enhance the basic computer knowledge and communication skills.</li><li>• Majority of faculty members initiates to utilize laptops to done academic and research work.</li></ul>
3. Introduce ICT in teaching learning process.	<ul style="list-style-type: none"><li>• Introduce uses of ICT introduce in class rooms.</li><li>• Faculty members get success to increase the interest as well as strength in the class rooms.</li><li>• Use of technology enhances the level of academic material.</li></ul>
4. Establishment of student support and feedback system.	<ul style="list-style-type: none"><li>• Student's welfare committee established by IQAC to understand the problems of students and immediately resolve them.</li><li>• Student grievance redressed cell actively performing well.</li><li>• Students come forward to suggest more option for the betterment of institute.</li><li>• Student feedback system setup by the IQAC to make</li></ul>

	<p>system more reliable and compatible to make policies for welfare of students.</p> <ul style="list-style-type: none"> <li>• Suggestion boxes also a good mechanism to come to know problems of the students. Student grievance redress cell keep eyes on the suggestion box to immediately take action.</li> </ul>
5. Infrastructure development.	<ul style="list-style-type: none"> <li>• To meet the infrastructure requirements according to the strength of students to construct the new block has been proposed to management.</li> </ul>

2.15 Whether the AQAR was placed in statutory body      Yes ☒      No ☐

Management ☒      Syndicate ☐      Any other body ☐

Provide the details of the action taken

The report will be presented in the in front of governing body to take necessary actions.

## Part – B

### Criterion – I

#### 1. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	--	--	--	--
PG	02	--	02	--
UG	02	--	01	--
PG Diploma	02	--	02	--
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate	--	--	--	--
Others	--	--	--	--
<b>Total</b>	<b>06</b>	<b>--</b>	<b>05</b>	<b>--</b>
Interdisciplinary	--	--	--	--
Innovative	--	--	--	--

##### 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	06
Trimester	--
Annual	--

##### 1.3 Feedback from stakeholders\* Alumni (On all aspects)

<input checked="" type="checkbox"/>	Parents	<input type="checkbox"/>	Employers	<input type="checkbox"/>	Students	<input checked="" type="checkbox"/>
<input type="checkbox"/>		<input checked="" type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>



Mode of feedback :                      Online              Manual              Co-operating schools (for PEI)

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Updation in the syllabus done at university level.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

No, new courses has not been introduced in this session.

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
16	14	02	--	--

2.2 No. of permanent faculty with Ph.D.

02

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
33	05	01	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

--

--

17

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	--	--	3
Presented papers	--	--	3
Resource Persons	--	--	--

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- The institute has initiates the concept of ICT to increase the quality of teaching and process.
- Provide the healthy aura for the student to interact with the teachers beyond the classrooms.
- To start up the remedial classes for the weak students to push them up .
- Tutorial groups created for the students to make more familiar and engage them with

2.7 Total No. of actual teaching days during this academic year

190

2.8 Examination/ Evaluation Reforms initiated by the Institution

- Evaluation and assessment carried out continuously through the class test, group discussions, presentations, quizzes etc.
- Jammers installed in the examination halls.
- MST's evaluated regularly which helps students for self evaluation.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

Four Faculty members are members of Boards of study at University level.

2.10 Average percentage of attendance of students

80 %

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A I ( SEM I)	475	11	62	11		76
B.A I ( SEM II)	446	23				
B.A II ( SEM III)	462	11	62	9		87
B.A II ( SEM IV)	456	52				
B.A III ( SEM V)	712	26	65	8		87
B.A III ( SEM VI)	702	36	57	15		78
B.C.A I ( SEM I)	32	8	70			75
B.C.A I ( SEM II)	30	1				
B.C.A II( SEM III)	37	7	33			67
B.C.A II ( SEM IV)	36	7	29			50
B.C.A III SEM V)	20	12	25	50		81

B.C.A III ( SEM VI)	20	12	22	22		59
M.A (H) SEM I	53	14	64			98
M.A (H) SEM II	49	32				
M.A (H) SEM III	43	16	47			92
M.A (H) SEM IV	43	8	68			100
M.A (P) SEM I	48	2	48			
M.A (P) SEM II	48	8				51
M.A (P) SEM III	43	4	28			85
M.A (P) SEM IV	42	15	70			98
PGDCA SEM I	40	8	78	6		94
PGDCA SEM II	39	4	14			22
PGDDT SEM I		17				100
PGDDT SEM II		6				

## 2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

IQAC formed a system to continuously evaluate the MST's to keep the eye to improve the quality of teaching learning process. The curriculum and syllabus regulated by the native university implemented in the class rooms. Along with this, the feedback from the students continuously carried out to make any changes in the assessment system to get fruitful results. The feedback from the teachers helps us to organise remedial or extra classes for the weak students to push them up.

## 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	--
UGC – Faculty Improvement Programme	--
HRD programmes	--
Orientation programmes	--
Faculty exchange programme	--
Staff training conducted by the university	--
Staff training conducted by native institute	30
Summer / Winter schools, Workshops, etc.	--
Others	--

## 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily

Administrative Staff	02	--	--	--
Technical Staff	--	--	--	07

## Criterion – III

### 3. Research, Consultancy and Extension

#### 3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

1. Faculty members have been encouraged to participate in the research oriented programmes and develop the aura in the classrooms.
2. Academic freedom offered to the faculty members to enhance their research productivity.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	--	--	--
Outlay in Rs. Lakhs	--	--	--	--

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	1	--	--
Outlay in Rs. Lakhs	--	160000	--	--

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	--	--	--
Non-Peer Review Journals	--	--	--
e-Journals	--	--	--
Conference proceedings	--	--	--

#### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

#### 3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	June 2016	ICSSR	160000	160000
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	--	-	-

Students research projects (other than compulsory by the University)	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	--	-

3.7 No. of books published i) With ISBN No.  Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST   
DPE  DBT Scheme/funds

3.9 For colleges Autonomy  CPE  DBT Star Scheme   
INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

Organized by the Institution

Level	International	National	State	University	College
Number	-	-	-	-	-
Sponsoring agencies	-	-	-	-	-

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From funding agency  From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	--
	Granted	--
International	Applied	--
	Granted	--
Commercialised	Applied	--
	Granted	--

3.17 No. of research awards/ recognitions received by faculty and research fellows  
Of the institute in the year

Total	International	National	State	University	Dist	College
--	--	--	--	--	--	--

3.18 No. of faculty from the Institution  
who are Ph. D. Guides  
and students registered under them

01

02

3.19 No. of Ph.D. awarded by faculty from the Institution

--

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF

--

SRF

--

Project Fellows

--

Any other

--

3.21 No. of students Participated in NSS events:

University level

8

State level

6

National level

--

International level

--

3.22 No. of students participated in NCC events:

University level

--

State level

01

National level

--

International level

--

3.23 No. of Awards won in NSS:

University level	<input type="text" value="4"/>	State level	<input type="text" value="--"/>
National level	<input type="text" value="--"/>	International level	<input type="text" value="--"/>

3.24 No. of Awards won in NCC:

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="--"/>	College forum	<input type="text" value="--"/>	
NCC	<input type="text" value="6"/>	NSS	<input type="text" value="12"/>	Any other <input type="text" value="--"/>

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Red Ribbon and Red Cross cell actively involved to promote the social responsibilities and engineering the ethics among the students.
- Free tours organised by the institute to appreciate and encourage the N.C.C cadets and N.S.S volunteers.
- N.S.S camps always preferred to organise in the rural area.
- Green belt of the institute has been increased.
- Inter disciplinary lectures delivered to the students to scale high their skills.



## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	08Acre	-	-	08 Acre
Class rooms	23	-	-	23
Laboratories	02	-	-	02
Seminar Halls	01	-	-	01
No. of important equipments purchased ( $\geq$ 1-0 lakh)during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	36847	120800	College Fee	157647
Others	-	-		-

#### 4.2 Computerization of administration and library

Use of computer in library and administrative office is partial. The administration keen to digitized the both segments to usher the potentiality and transparent system.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	16441	--	121	29670	16612	--
Reference Books	--	--	--	--	--	--
e-Books	--	--	--	--	--	--
Journals	23	--	--	--	23	--
e-Journals	--	--	--	--	--	--
Digital Database	--	--	--	--	--	--
CD & Video	8	--	--	--	8	--
News Paper	13	--	--	--	13	--
Others (specify)						

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing								
Added								
Total								

#### 4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation:

- Computer internet lease line upgraded from 4MBPS to 8 MBPS.
- Training session organized to enhance their basic computer knowledge and to utilize ICT resources.

#### 4.6 Amount spent on maintenance in lakhs:

i) ICT

270868

ii) Campus Infrastructure and facilities

583042

iii) Equipments

56188

iv) Others

203290

**Total:**

1113388

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Online anti ragging complaint register available on the website.
- Student welfare committee actively performing their duties throughout the year, especially female teachers appointed in the committee to immediately deal with the problems of the girl students.
- Suggestion box has been regularly compiled and immediate needy action taken by the cell.
- There is a provision for the disabled students to adjust their classes on the ground floor and action has been taken to create comfort zone for them.

#### 5.2 Efforts made by the institution for tracking the progression

- Progress oriented analysis meetings quarterly held by the head of the institute to track the overall progress.
- Administration frequently organize meeting with university members of management.
- Annual report of the college helps to evaluate the progress.

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1883	245	--	--

#### (b) No. of students outside the state

01

#### (c) No. of international students

---

	No	%
Men	1508	71

Women

No	%
629	29

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1247	808	--	207	01	2262	1082	842	--	204	02	2178

Demand ratio 1:60

Dropout:9.63 %

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

No.	<div>None</div> <div>--</div>
-----	-------------------------------

5.5 No. of students qualified in these examinations

NET SET/SLET	03	GATE	--	CAT	--	--	
IAS/IPS etc	--	State PSC	--	UPSC	--	Others	--

5.6 Details of student counselling and career guidance

- Student counseling cell frequently makes announcement regarding the various job advertisements.
- Seminar organized by the counseling cell to aware them for further studies to secure their future.
- At the prior of admission, student analysed by the cell to help them to choose the suitable course and elective subjects.

No. of students benefitted

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
-	-	-	-

5.8 Details of gender sensitization programmes

- Gender sensitization is crucial issue in the human domain.
- Faculty members are advised to spread awareness in the classrooms to make them understand the importance of the social ethics.
- The informal discussion sessions has been organized for the students in the presence of teachers.

## 5.9 Students Activities

### 5.9.1 No. of students participated in Sports, Games and other events

State/ University level  National level  International level

### No. of students participated in cultural events

State/ University level  National level  International level

### 5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

## 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	Fee concession provision for students	
Financial support from government	737	11606000
Financial support from other sources	01	4500
Number of students who received International/ National recognitions	-	-

### 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: \_\_\_\_\_

## Criterion – VI

### **6. Governance, Leadership and Management**

#### 6.1 State the Vision and Mission of the institution

Guru Gobind Singh College, Sanghera is one of the oldest temple of education of the central Malwa of Punjab. The institute pledged to impart the quality education, building the excellent character, overall development of personality, transformation of the teachings of the Guru Gobind Singh Ji's to enlighten the future of students.

Following are the strategies to keep achieving the vision of the institute:

The institute always committed to uplift the quality and excellency of the teaching learning process, Needy students always being facilitated at every node. Besides, the academic, the cultural and co-curriculum activities plays a vital role in the student life. The institute pledged to facilitate the student with the resources to shine their personality and traits. College planning to induct the skill based courses in the coming session to bridge the skill gap.

Infrastructure of the college to be enhanced in forthcoming session to meet the requirement of the strength, to refurnish the computer laboratories to meet the modern technology standards.

To compile the vision and goal of the institute, faculty and the students communicated in numerous ways. Tutorial group plays extreme role to merge the students and faculty to keep the path on align.

#### 6.2 Does the Institution has a management Information System

Yet to be introduce.

#### 6.3 Quality improvement strategies adopted by the institution for each of the following:

##### 6.3.1 Curriculum Development

- Several faculty members are involved in the university level board to reconstruct and revise the curriculum.
- Academic affairs council keep eye on the growth of academic as well as examination quality.

##### 6.3.2 Teaching and Learning

- Student teacher ratio monitored frequently as per the norms of native university.
- Innovative approach adopted to track the teaching learning process and OUTC

#### 6.3.3 Examination and Evaluation

- University curriculum assessment process strictly compiled by the examination committee.
- Numerous curriculum activities and events organized by the faculty to achieve the desired outcomes from the students
- Internal examination and assessment system keep aware the student's performance.

#### 6.3.4 Research and Development

- Academic freedom offered to the faculty members.
- Faculty members encouraged to participate in the research oriented events to facilitate the students .

#### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- ICT introduces to enhance the quality of the teaching learning process.
- New block to be constructed in the forthcoming session.
- Sales and purchase committee actively involved to instantly repair and purchase new equipment's to avoid halt.

#### 6.3.6 Human Resource Management

- Self-development programmes participated by the faculty members.
- The college management keen to organize tour cum workshop oriented programmes for the faculty member's every year.
- Administration always come forward without any type of delay to support student and faculty for any ground.
- Guidelines and regulations followed by institute of Government of Punjab and Punjabi University Patiala.

#### 6.3.8 Industry Interaction / Collaboration

- Departments are encouraged to frequently held the industrial visits.
- Students are aired by the counselling cell new opportunities and advertisements published by the Govt. of Punjab, Job fairs.

#### 6.3.9 Admission of Students

- The institute is in central hub of Malwa surrounded by the rural area, majority of students belongs to agricultural and backward background. It's been onus of the administration to offer more chances and facilitate them.
- Concerned seats of the courses dispersed as per the rules and regulations of the Govt. of Punjab and Punjabi University Patiala.
- More than 40% percent of student belongs to the reserved categories, Administration facilitate the beneficiaries students to compile all the requisite formalities meanwhile.

#### 6.4 Welfare schemes for

Teaching	Yes
Non teaching	Yes
Students	Yes

#### 6.5 Total corpus fund generated

--

#### 6.6 Whether annual financial audit has been done

Yes

☒

No

☐

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	NA	Yes	Departments
Administrative	No	NA	Yes	Management

#### 6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes

Yes

☐

No

☒

For PG Programmes

Yes

☐

No

☒



6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

6.10 V 

NA
NA

 the affiliated/constituent colleges?

6.11 Activities and support from the Alumni Association

Alumni Association has not been registered officially.

6.12 Activities and support from the Parent – Teacher Association

Parent – Teacher Association yet to be formed.

6.13 Development programmes for support staff

- Training programmes and tours organized by the administrations.
- Academic freedom to the faculty members to enhance their skills.
- International tours managed in the previous sessions for staff to broaden the vision.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- Encourage the students to use bicycle.
- Tree plantation increase yearly.
- Few solar lights installed in the ground.
- Effort has been taken to minimize the use of disposal in the campus.

## Criterion – VII

### 7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Biometric attendance interface introduced in this session.
- Swach Bharat mission's spirit implemented, Anti-Mosquito/Insects spray drives regulated throughout the year.
- Enlighten the teaching of Guru Gobind Singh Ji among the students with the collaboration of Guru Gobind Singh Study circle Quiz,Poem,Shabad kirtan and Turban Tie competitions held on auspicious occasion of Gurupurb.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- Re-construction of institute level welfare committees to excel the speed of quality assurance. These constructive committees has play vital role to channelize the path of quality and keep monitoring it to keep ushering at high scale.
- IQAC organised orientation programs with the help of Department of Computer Science to accelerate basic computer and communication skills to speed up system to fulfil the all academic aspects.
- ICT mechanism introduced in the classrooms to usher the quality of the teaching learning process. Furthermore, new equipments has been proposed to purchase before the commencement of forthcoming session.
- Student's feedback is great level of ingredient to build up the polices student friendly. IQAC has establishment new feedback system to gather the views of the student to engineer the facilities and long term policies for the welfare of the students.

7.3 Give two Best Practices of the institution.

#### **Best Practice-I**

- Eco-friendly plantation drive.

#### **Best Practice-II**

- Academic priorities for reserved category students.

#### 7.4 Contribution to environmental awareness / protection

The institute has pledged to scale high the eco- friendly efforts and policies in the campus. Students are the social agents of the society to reflect and transform the eco friendly efforts into society. NSS and NCC unit of the college intentionally organize the camps and events eco-friendly them oriented.

Administration pledged not to utilize the non-eco friendly use -throw plastic oriented material in canteen, functions and gathering events. Various seminars has been organized to aware the students to protect the environment and make efforts to save water and spread the awareness regarding Swachh Bharat mission.

#### 7.5 Whether environmental audit was conducted?

Yes

☐

No

☒

#### 7.6 Any other relevant information the institution wishes to add:

##### Strengths

- The strongest point with us is that we have a vast area to serve, the access of higher education has not become a reality for most of the people in the area and there is no institution with the matching infrastructure and educational programs available. We are trying our best to tap this potential and the results are quite encouraging which clear from the ever increasing enrollment of the college.
- High enrollment of students through a transparent admission process. The comparative strength of the college viz-a-viz other colleges in the city is comparatively high. Number of students in computer sciences is increasing regularly.
- The College takes prides in having an experienced and highly qualified faculty which continuously strives for excellence in academics and other co-curricular activities. The teachers continuously guide the students, teach them and counsel them. The personal relationship that is established between the teachers and students help them to better their own score and maintain a congenial atmosphere in the college.
- The college has a huge complex comprising separate blocks for Physical Education, Administrative Block, Library, Canteen . The college has an excellent infrastructure consisting of big and airy well lit classrooms, Computer Labs with Internet facility. The college has Seminar rooms and well stacked Library (good numbers of text books with multiple volumes and reference books in the central library of the college), Staff rooms, large playgrounds, spacious lawns, spacious Auditorium (under construction), a separate common room for girls.
- Green glass board in most of the classrooms for making the classes dust free.
- Internet connection in different segments of the college.
- The annual magazine Gobind Gaurav , gives the students an opportunity to exhibit their writing skills.

- The college takes care of its needy and meritorious students by giving them scholarships and fee concessions. Besides, we offer a book bank facility to our needy, deserving and meritorious students.
- The college also conducts community outreach programmes through extension activities undertaken by NSS volunteers and NCC cadets. The basic objective of these activities is to enrich the students' personality and deepen their understanding of the social environment. The college holds blood donation camps every year. NCC cadets are groomed for regular commission in the army as well as in the paramilitary forces.
- Outstanding performance by the sports department at the National, State and Inter-University level.
- To enhance the overall personality of the students and help them become responsible and responsive members of the society, the college has construed various clubs and societies like Career Guidance and Counseling Cell, Red Ribbon.
- Field trips, student tours and interaction with experts in various fields.
- The college has a vast area of land and has a lush green campus with two very big play ground. Besides the students and the faculty, these facilities are also available to the local population after the college hours. Above all, the inspiring leadership of the Principal with his sincere dedication has added immensely to the strength of the college.

#### **Weakness**

- The college has only a handful of sanctioned (grant-in-aid) posts. Majority of the teachers are either regular (unaided) or contractual. The financial burden of payment of salaries for majority of the employees falls on the college. Since the college is unable to pay full UGC scale to its temporary employees, it is not able to retain the experienced staff.
- The number of on-going research projects in proportion to faculty members is rather uneven across different faculties. The research articles published in top rated national/international journals or books and monographs published by leading publishing houses which are listed in international databases are uneven among teachers in different departments.
- The library needs to increase online access to e-books and e-journals.
- Despite all efforts we have not been able to attract too many companies for campus placements.
- Paperless office yet to be introduced.
- Management information system is partial.
- Limited variation of courses.
- Library lacks of digitization.
- 

#### **Opportunities**

- To have at least one language Lab soon.
- To create more Industry-Institution linkages.
- The college has opportunities for establishing additional linkages with other institutions/organizations of the state/national to enhance the quality of its outreach programmes.
- The college will provide more scholarships to the students from socially and educationally marginalized sections of the society.
- For very poor students who are not able to afford the admission fee, the staff arranges the fee out of the pool fund created for the purpose by the staff. More students will be benefited in near future.

- More workshops on Self Defence, Soft Skills, Personality Development and Health and Nutrition shall be conducted.
- We plan to expand our library in terms of seating capacity and increase access to online database on internet and augment it with the acquisition of CD-ROM database, purchase advanced version of software, digital information display system and RFID system.
- Faculty exchange programme can be introduced after consultation with the management.

### **Challenges**

- Due to mushrooming of colleges in the field of technical education there is fall in strength in courses such as BCA and PGDCA in the past few years. We must strive hard to increase the strength in these courses. We also need to explore new areas and introduce new courses to cater to the job market. For this, we need to introduce more Innovative/Interdisciplinary /Add-on courses.
- The faculty needs to be encouraged to take up minor or major projects in research.
- Socially and economically backward students with low aptitude in language and quantitative skills.
- Developing soft skills among students.
- To motivate the faculty to use latest technology and methodology in teaching.

### **8.Plans of institution for next year**

- **Infrastructure development :-**
  - The construction of new block to be started soon.
  - Existing buildings renovation.
  - To facilitate the administrative block with fully AC.
  - Extension of lush green lawns.
- **Welfare programs :-**
  - Training program for Non teaching staff.
  - To establish scholarship assistance cell.
- **Institutional social startups :-**
  - Eco friendly measure.
  - Awareness initiatives to tackle social issues.
- **Research oriented efforts :-**
  - Academic freedom & Incentives for faculty
  - To establish Industrial Linkage.
  - To extend the effort to organize more Seminars, Workshops.
- **Academic :-**
  - Introduce new subjects for Arts stream.
  - Re-new Windows licenses.
  - Inter-disciplinary events to be merged in the time table.
  - Enhance ICT resources
- Uplift the Water sanitation programmes & new R.O system.

*Name: Asst.Prof.Harkamaldeep Singh*

*Name: Dr.Sarbjit Singh Kular*

SD/-

Signature of the Coordinator, IQAC

SD/-

Signature of the Chairperson, IQAC

## ANNEXURE-I

### Guru

Sr.No.	Date	Particulars
1.	30/06/2016	Commencement of the session (Odd Semester)
2.	30/07/2016	Staff meeting
3.	01/08/2016	Welcome Lecture for new student
4.	01/08/2016	Commencement of Classes
5.	15/08/2016	Independence day Celebration
6.	17-19/08/2016	Talent Hunt
7.	05/09/2016	Teachers Day Celebration
8.	14-17/09/2016	Internal Exams Odd (Semester)
9.	14/10/2016	Seminar
10.	26/11/2016	University Examination
11.	26/12/2016	Winter Break
<b>End of Odd Semester</b>		
12.	07/01/2017	Commencement of Even Semester
13.	25/01/2017	Voters Day Celebration
14.	26/01/2017	Republic Day Celebration
15.	28/02/2017	Seminar
16.	09-11/03/2017	Athletic meet
17.	18-24/02/2017	N.S.S Camp
18.	05/04/2017	Training Program For Staff
19.	01/04/2017	Farewell Party Function
20.	17-22/04/2017	Internal Exams
21.	28/04/2017	Seminar
22.	13/05/2017	University Examination (Even Semester)
<b>End of Semester</b>		
<b>End of Session (2016-17)</b>		

**Gobind Singh College Sanghera**

**Academic Calendar**

**2016-17**