GURU GOBIND SINGH COLLEGE

SANGHERA-148101

Established: 1972

SELF STUDY REPORT – 2015

Submitted to:

National Assessment and Accreditation Council

An Autonomous Institute of the University Grants Commission

Prof. A. N. Rai ,P. O. Box No. 1075,

Nagarbhavi Bangalore -560072, Karnataka India

BY

Dr. Ranbir Singh Kingra , Principal

PREPARATION OF SSR
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PREFACE

In the fast changing scenario of modem competitive world, higher education and quality have become synonymous. Quality that lends credibility to education is the need of the hour. It is a matter of concern that institutions of higher education are quantitatively expanding and quantitatively deteriorating. In the mushroom growth of institutions of higher education, quality that is the first and foremost attribute of education is at stake. NAAC has come out with a quality enhancing mechanism to encourage self assessment in the institution of higher education. It has become institutional imperative to prepare a self report for self evolution and self improvement. This institutional assessment and accreditation on the basis of self appraisal report will go a long way in using education for transportation of better life. It will be a step forward to make the institutions of higher education mission specific and quality oriented.

Guru Gobind Singh College, Sanghera is a reputed co-educational institution of higher education in Punjab. It has been serving the people of Malwa belt of Punjab for the last forty two years as an institution of promise and excellence. The 42nd year i.e.2014 is the year of introspection and assessment. The college has prepared a self study report along the guidelines formulated by NAAC. Sincere efforts have been made to present the history and traditions of the institution, highlighting its performance and achievements in various fields. Introspection has been done to present a true picture of its three constituencies, its strengths and weaknesses, its potentials and limitations, opportunities and Challenges. This institutional assessment will not only help in getting accreditation, it will also determine the place and quality status of the institution in Punjab. We hope, this self study report will become a historical document of various constituents, functioning and achievements of the institution.

 Guru Gobind Singh College, Sanghera was founded by, Chief Minister of Punjab Sardar Parkash Singh Badal, on 7^{th,} February 1971.The institute has been under the Grant in Aid scheme. It has developed to be one of the leading institutions of higher education, affiliated to the Punjabi University, Patiala. Since the year of its inception, it has always been a multi-faculty college, though it has weathered many a storm. It began as a full-fledged college

In 2009 Computer Science was introduced, followed by M.A. (History and Punjabi) in 2011. Now post-graduate classes in the subjects of Punjabi, History, P.G.D.C.A and Dress Designing are running gloriously. In addition to post-graduate classes, multi-faculty subjects are also introduced as per the demand of the students like, Music, Fine Arts, Economic, and Religion etc.

Guru Gobind Singh College, the lead college in the Malwa belt, has magnificent infrastructure with artistic but natural landscaping. There are sufficient classrooms for accommodating more than 2000 students: The main building that has principal`s office, administrative block, class rooms, examination hall, is the monitoring centre. There is a separate block for P.G. classes. There are well equipped laboratories for computer students and spacious class rooms. All efforts have been made to provide infrastructure facilities to students, conducive to their academic and co-curricular growth, such as park for girls, a common room for girls, a spacious canteen, having an ornamental fiber shed and students centre, conference hall, a seminar room, host of lush green lawns, a modernized swimming pool (under construction) and well maintained grounds for all games. The library, housed in a separate building, is being made to function as an open shelf library so that transaction of books is done through computer. For 24 hours supply of electricity and water there generator sets and a submersible pump. There is huge parking space for cycles, motor bikes and cars. The college building, though old in design, has a glory and majesty about it.

There have been prominent educationists, renowned scholars and famous writers in the teaching faculty of this institution. It is a matter of honor that many of principals were elevated from the post of teachers of the institution. It is a matter of great pride that college received consecutively two times as best college in NSS activities from Punjabi university, Patiala. Though the member of our teachers is not sufficient to meet the academic requirements of the increasing number of students, yet teachers teach with devotion, dedication and missionary zeal and they take extra classes, remedial classes and free classes.

The institution has the distinction of having the largest number of students in the Malwa belt of Punjab. The majority of students belong to rural area and they opt for humanities. Computer Science students constitute 25% of the total numbers of students. The ratio of boys and girls is 70:30. However, the students of all disciplines shine in quality and results: The pass percentages of our students are always above the pass percentage of the university. Our students bag good positions in merit lists of the board and university.

Our college is a nursery of sports. Excellence has become distinguishing mark of our sports persons. Our teachers and coaches have created a sports culture among the youth, always encouraging them to practice sportsman spirit in games as well as in life. All grounds are teeming with sports persons in the morning and evening throughout the year.

Winning the 1st position in Inter-varsity in Punjabi folk dance BHANGRA in the year 2015 the college has produced a record number of participants in other cultural activities also. Prominent Giddha team of the college win running trophy in Zonal Youth Festival, held at Nehru Memorial College Mansa

Youth welfare department and N.S.S. department functions as an organization in the college to promote interest for literately, co-curricular and creative activities. There is a tradition of holing zonal youth festivals in the college of universities every year. Since, 1972, out of 02 youth festivals have been held in our college. Our students participated in all the 27 items and won positions. Many trophies have been bagged by our college. Our college gets either overall championship or runners up positions almost every year in zonal youth festivals. This year, 2013-14, our college stood over all champion. The college has also the hilarious achievement in Bhangra at interuniversity youth festivals in 2014. Our teachers and students made a marvel in the conduct and performance of this culture bonanza and won first positions in Giddha, bhangra and fork instruments. In the functions at district headquarters and various programmes, like Republic Day, Independence Day .Our teachers and students are entrusted responsible duties to ensure nice conduct and efficient management.

N.S.S. provides a healthy link between the students of the college and the people of the area. Our is the only college in the university to have three units of 150 students (2 for boys, 1 for girls) who work under the guidance of five dedicated programme officers. Backward areas and poor baste in the town and villages around Barnala have been adopted by the N.S.S. Volunteers to work for community development, eradication of social evils drug addiction, dowry and other ills. Our students have contributed in the task making ring roads, drains for water disposal and in the cleaning operations of cremation grounds in many villages. Creating awareness among the youth and the people of this area, motivating students for blood donation, keeping the college campus clean, green and pollution free and working for community development and literacy campaign are the main areas of thrust for

N.S.S. the college has one unit of NCC. One NCC cadet was selected for Republic day parade in 2003.

The institution has become a name to be reckoned with. It has contributed to the all round development of this area. It has been instrumental in furthering the cause of education. Many educational institutions in Barnala and the nearby villages are being run by old students of these colleges the word "Excellence" sums up the performance of this college in academics, sports and other activities.

With 2014 the college enters 42nd year. It is the year of silver jubilee for the college. On the occasion of the silver jubilee of the institution, we have to pause before self evaluation, introspection and be ready for assessment by NAAC. We have many strengths and a few weaknesses :but still we have miles to go to achieve pinnacles of glory .We have decided to celebrate this year as the year of innovation and experimentation in academics and other associated activities to make our education more accessible, more relevant and also more affordable. We hope that our cherished dream of putting the institution on the network will be realized in the year of diamond jubilee.

EXECUTIVE SUMMARY

Guru Gobind Singh College, a co-educational Institute, affiliated to Punjabi University, Patiala, is a temple if higher education for the people of the Malwa belt of Punjab. Since its inception in 1971, it has served as a seat of knowledge and learning, a citadel of rich traditions and healthy practices. During the forty years of its existence, it has earned a name and reputation for its spectacular performance in various fields – academics, cultural and sports. The glorious heritage of the past and the eventful working of the present have insured a bright future for the institution coincides with the occasion of assessment and accreditation by NAAC. The 2013-14 happens to be the year not only of self introspection, but also of judgment for the institution. The magnificent infrastructure and its development over the years, its organization and management,its teaching-learning experience and the cordial coordination among the three constituencies from the qualitative strength of the institution. It is the because of the contribution of this college, Barnala is no longer academically backward. The students of this institution have now become the part of the main national stream.

The institution is providing a lead and guidance to the youth of the Malwa belt. It is heading towards goal of educational upliftment and all-round development of youth. It is proud of its student who is holding key position in various fields of life. The formation of Alumni is a right step to mark the celebrations of the Diamond Jubilee of the institute.

Future beckons towards change and excellence .Educational institutions to be the centers of excellence. Every day the focus is shifting; priorities are changing. Human resources have to be trained accordingly. Guru Gobind Singh College knows is its strengths and weaknesses and also its role. It has the potentials and credentials to meet all the challenges in the field of higher education. The infrastructure of the college, though sufficient for the present, needs improvement and expansion. Laboratories are well equipped, and are being made modern. The library is on the move towards computerization. Students-teacher ratio is quite alarming. For curriculum we have to look to the university. If the university redesigns the courses the make them job-oriented, this institution will provide appropriate teaching learning experiences to the learner. It is high time that the Government and the university should introduce new courses and programmes

to enable the students for better opportunities in life. Guru Gobind Singh College is well equipped to discharge its duties and honor its commitments; it is all set for qualitative change and innovative experiments in the field of higher education. Sincere efforts are being made to put the institution on the network and make a part of the global village.

SWOC - Analysis

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 enrolment 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 has a wide range of choices in the Arts, Computer Sciences and. The college has B. A., B.C.A, M.A(Punjabi & History), P.G.D.C.A,P.G.D.D.T. Besides, the college offers a variety of Certificate to increase the employability of students.

➢ Provision of UGC-supported remedial coaching classes for SC, ST, OBC (noncreamylayer) and minority students

➢ Most of the students who take admission in our college belong to the weaker sections of the society or to rural areas. Therefore, it becomes mandatory to hold remedial classes for them so that they do not lag behind in class. Despite

this, credit goes to our faculty that the pass percentage of the college in all the streams has always been well above the university pass percentage with students also getting positions in the university.

➢ 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.

Weaknesses

➢ 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.

Opportunities

- To have at least one Research Centre 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.

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- 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.

Profile of the College

I.PROFILE OF THE COLLEGE:

1. *Name & Address of the College:*

Name:	GURU GOBIND SINGH COLLEGE	
Address:	RAIKOT ROAD, SANGHERA	
City: BARNALA	PIN: 148101	STATE: PUNJAB
Website:	www.ggscsanghera.com	

2. *For Communication:*

Office:

	Telephone	
	Code	Number
Principal : Dr. Ranbir Singh Kingra	01679	230288
Vice Principal: Dr. Sarbjeet Singh	9915976665	
Steering Committee Co-ordinator: Mr. Tara Singh	9878151077	

Fax No. :   01679 -230288   E-mail   :   ggscsanghera@yahoo.co.in

Residence

Name	Telephone
Principal: Dr. Ranbir Singh Kingra Shakti Nagar, Street no. 3, Barnala	01679-230288
Vice Principal: Dr.Sarbjeet Singh Vill:Nagal,Teh & Distt Barnala.	9915976665
Steering Committee Co-ordinator: Mr.Tara Singh Ward no.1, Barnala.	9878151077

3. Status of the Institution:

Affiliated College : ■

Constituent College : ☐

Any other (specify) : ☐

4. Type of Institution:

a). By Gender

   i. For Men : ☐

   ii. For Women : ☐

   iii. Co-education : ■

b). By Shift

   i. Regular : ☐

   ii. Day : ■

   iii. Evening : ☐

5. It is a recognized minority institution?

Yes : ☐

No : ■

If yes specify the minority status (Religious/linguistic/ any other) and provide

documentary evidence : : ☐

6. Sources of funding:

Government : ☐

Grant-in-aid : ■

Self-financing : ☐

Any other : ☐

7.

a. Date of establishment of the college: (07/02/1971)

b. University to which the college is affiliated /or which governs the college (If it is

constituent college): PUNJABI UNIVERSITY ,PATIALA

c) Details of UGC recognition:

Under Section	Date,Month & Year (dd-mm-yyyy)	Remarks(If any)
i) 2(f)	04-09-1987	
ii) 12 (B)	--	

(Enclose the certificate of recognition u/s 2 (f) and 12 (B) of UGC Act)

d) Details of recognition/ approval by statutory/ regularly bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.)

Under section	Recognition/Approval details	Date	Validity	Remarks
NA	NA	NA	NA	NA

8.   Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?

Yes ■   No ☐

If yes, has the college applied for availing the autonomous status?

Yes ☐   No ■

9. Is the college recognized
   a)   by UGC as a College with Potential for Excellence (CPE)?

Yes ☐   No ■

If yes, date of recognition …………………………..(dd/ mm/yy).

   b)   for its performance by any other governmental agency?

Yes ☐   No ■

If yes, Name of the agency ………….. and Date of recognition ………….. (dd/ mm/ yy).

10. Location of the campus and area in Sft:

Location	Urban
Campus area in Sft	408525 Sft
Build up area in Sft	48928 Sft

(* Urban, Semi-urban, Rural, Tribal, Hilly Area, Any others specify)

11. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.

➢ Auditorium / Seminar complex with infrastructural facilities. – **Yes(Underconstruction)**
➢ Sports facilities
  • Play ground-**YES**
  • Swimming pool-**YES**
  • Gymnasium-**YES**
➢ Hostel- **NO**
Boys' Hostel
• Number of hostels
• Number of inmates
• Facilities (mention available facilities)
 Girls' Hostel
• Number of hostels
• Number of inmates
• Facilities (mention available facilities)

➢ Working women's' Hostel
• Number of inmates - **Nil**
• Facilities (mention available facilities)

➢ Residential facilities for teaching and non-teaching staff- **NO**
  (Give numbers available-cadre wise)
➢ Cafeteria - **Yes**
➢ Health Centre - **Yes**
    First aid   - **Yes**
  Inpatient - **No**
  Outpatient - **No**
  Emergency care facility – **No**

Ambulance - **NO**

- ➢ Health centre staff- **NO**
- ➢ Facilities like banking, Post office, Book Shops - **NO**
- ➢ Transport facilities to cater to the needs of students and staff - **NO**
- ➢ Animal house - **No**
- ➢ Biological waste disposal - **Yes**

   Generator or other facility for management/ regulation of electricity and voltage**- Yes**

Facility	Quantity / Configuration
Generator	Kirloskar(Slient Power)
Online UPS	MicroTek Inverter

- ➢ Solid waste management facility - **Yes**
- ➢ Waste water management - **Yes**
- ➢ Water harvesting – **No**

12. Details of progarmmes by the College (give data for current academic year)

Sr. No.	Programme Level	Course	Duration	Entry Qualification	Medium of Instruction	Approved student strength	No. of students admitted	
							Male	Female
1.	Under Graduate	B.A	3 years	10+2	Punjabi	Unlimited	1443	349
		B.C.A	3 years	10+2	English	120	44	41
2.	Post Graduate	M.A (Punjabi)	2 year	Bachelor in any stream	Punajbi	80	42	35
		M.A (History)	2 year	Bachelor in any stream	Punjabi	80	48	24
		PGDCA	1 year	Bachelor in any stream	English	30	23	07
		PGDDT	1 year	Bachelor in any stream	Punjabi	30	06	16

13. Does the college offer self-financed Programmes?

   Yes   : ■

   No   : ☐

   If yes, how many? **Five**

14. New programmes introduced in the college during the last five years if any?

YES	✓	NO		Number	Three

15. List the departments: (respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subjects for all the programmes like English, regional languages etc.)

Faculty	Departments	UG	PG	Research
Arts	Punjabi ,History English, Religion Political Science, Public Administration, Defence Studies. Physical Education,	Yes	Yes (Punjabi) (History)	--
Computer	B.C.A, P.G.D.C.A	Yes	Yes	--
Dress Designing	P.G.D.D.T	No	Yes	--

16. Number of programmes offered under (Programme means a degree courses like B. A., B. Sc, M. A., M. Com…..)

    I.   Annual   : 01

   II.   Semester : 04

  III.   Trimester : Nil

17. Number of programmes with:

    I.   Choice Based credit system   : NO

    II.   Inter/ Multidisciplinary Approach   : NO

    III.   Any other (specify and provide details)   : ---

18. Does the college offer UG and/ or PG programmes in Teacher Education?

    YES ☐   NO ■

19. Does the college offer UG or PG programmes in Physical Education?

    YES ☐   NO ■

20. Number of teaching and non-teaching positions in the Institution

Positions	Teaching faculty						Non-teaching staff		Technical staff	
	Professor		Associate Professor		Assistant Professor					
	*M	*F	*M	*F	*M	*F	*M	*F	*M	*F
Sanctioned by the UGC/State Government *Recruited*	-	-	01	01	01	-	06	-	-	-
Yet to recruit	05									
Sanctioned by the Management or other authorized bodies *Recruited*	-	-	-	-	05	12	09	- *9	-	-
Yet to recruit	18									

    *M-Male,*F-Female

21. Qualifications of the teaching staff:

Highest Qualification	Professor		Associate Professor		Assistant Professor		Total
	M	F	M	F	M	F	
Permanent teachers							
D.Sc./D.Litt.	-	-	-	-	-	-	-
Ph.D.	-	01	-		01	-	02
M.Phil.	-	-	01	-	02	-	03
PG	-	-	-	-	03	05	08
Temporary teachers							
D.Sc./D.Litt.	-	-	-	-	-	-	-
Ph.D.	-	-	-	-	-	01	01
M.Phil.	-	-	-	-	-	02	02
PG	-	-	-	-	-	08	08

22. Number of Visiting Faculty/Guest Faculty engaged with the College.

Nil

23. Furnish the number of the students admitted to the college during the last four academic years.

Categories	(2010-11)		(2011-12)		(2012-13)		(2013-14)	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	105	26	234	47	406	119	457	192
ST	--	--	--	--	--	--	--	--
OBC	47	23	53	19	71	32	153	56
General	430	65	562	157	550	171	996	224
Others(Minority)	523	102	764	200	924	289	1445	424

24. Details on students enrollment in the college during the current academic year:

Type of Students	UG	PG	M.Phil.	Ph.D.	Total
Students from the same state where the college is located	1877	201	--	--	2078
Students from other states of India	--	--	--	--	--
NRI Students	--	--	--	--	--
Foreign Students	--	--	--	--	--
Total	1877	201	--	--	2078

25. Dropout rate in UG and PG (average of the last two batches)

UG 5.45%   PG 6.5%

26. Unit cost of education

(Unit cost=total annual recurring expenditure (actual)divided by total number of students enrolled)

(a) including the salary component   **11009**

(b) excluding the salary component   **4555.76**

27. Does the college offer any programme/s in distance education mode(DEP)?Yes ☐   No ☑
   If yes,

   a) Is it a registered centre for offering distance education programmes of another University
   Yes ☐   No ☐

28. Provide Teacher-student ratio for each of the programme/course offered?

Programme		Teacher-student ratio
UG	B.A.	**(B.A = 1:100) /**
	BCA	
PG	M.A (History)	
	M.A (Punjabi)	
	P.G.D.D.T	**1:40** **(Due to fluctuations of admission faculties are utilized in both level UG and PG)**
	PGDCA	

29. Is the college applying for

Accreditation: Cycle1 ■ Cycle2 ☐ Cycle3 ☐ Cycle4 ☐

Re-Assessment: ☐

(Cycle1referstofirstaccreditationandCycle2,Cycle3andCycle4referstore-accreditation)

30. Date of accreditation* (applicable for Cycle 2, Cycle 3, Cycle 4 and reassessment only)

Cycle 1: …………... (dd/ mm/ yyyy) Accreditation Outcome / Result ……

Cycle 2: …………... (dd/ mm/ yyyy) Accreditation Outcome / Result ……

Cycle 3: …………... (dd/ mm/ yyyy) Accreditation Outcome / Result ……

Kindly enclose copy of accreditation certificate (s) and peer team report (s) as an annexure.

31. Number of working days during the last academic year. :   260-265

32. Number of teaching days during the last academic year   : 180

33. Date of establishment of Internal Quality Assurance Cell (IQAC)

    IQAC   10/04/2014   (dd/ mm/ yyyy)

34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC.
    AQAR (i) …………………………….. (dd/ mm/ yyyy)
    AQAR (ii) …………………………. (dd/ mm/ yyyy)
    AQAR (iii) ………………………… (dd/ mm/ yyyy)
    AQAR (iv) ………………………… (dd/ mm/ yyyy)

35. Any other relevant data (not covered above) the college would like to include.
    (Do not include explanatory/ descriptive information):

CRITERIA - WISE INPUTS

CRITERION 1: CURRICULAR ASPECTS

1.1 Curriculum Planning and Implementation

1.1.1 State the vision, mission and objective of the Institution, and describe how these are communicated to the students, teachers and other stake-holders.

Education means acquiring the light, knowledge, learning values and building character. Guru Gobind Singh College is doing an excellent job in producing enlightened human beings. A great number of them are imparting their invaluable service to society.

Vision

➢ To impart value oriented education to students and to shape them into responsible citizens.
➢ To enable the students to equip themselves with adequate skills and techniques to earn their livelihood and add their share to the national wellbeing.
➢ To equip students with knowledge of both tradition and modern to serve humanity.
➢ To encourage students to explore newer areas of knowledge.

Mission

➢ To spread the light of knowledge through quality education.
➢ To empower our students with all the necessary knowledge and skills so that they may contribute purposefully for the betterment of the society.
➢ To promote and revive Indian tradition and Vedic culture through awareness programs.
➢ To make our students self reliant, enlightened, and socially committed citizens of the country.

Objectives

➢ To generate healthy atmosphere for imparting quality education.
➢ To monitor the physical intellectual and moral growth of the students so that they may be shaped into confident and disciplined individuals with a drive to serve society.
➢ To cultivate scientific and rational outlook in the students to approach life in a

rational and responsible manner.

➢ To imbibe a genuine concern and sensitivity towards this planet and its environment

➢ To generate a humane and kind attitude towards human rights especially the rights of women.

Communication of goals and Objectives

The goals and objectives stated above are made known to all the concerned persons especially the students through the college prospectus and the website of the college. These goals and objectives are optimally translated into reality through classrooms teaching, community oriented activities and interactions with the college Principal. All these aspects are made known to all the new staff members by the Principal. Principal shares the vision, mission and objectives of the college while interacting with the new entrants to the college on very first day of the session.

1.1.2 How does the institution develop and deploy action plan for effective implementation of the curriculum? Give details of the process and substantiate through specific examples.

Curriculum which is designed by the university is implicated by the college keeping in view its vision, mission and objectives. The following action plans are executed to effectively implement the curriculum.

➢ A calendar of activities is scheduled in consultation with all the heads of the department.

➢ Dates of important events, departmental activities, seminars, workshops, celebrations of festivals are tentatively scheduled.

➢ Departmental meetings are held to chalk academic plans in time schedule for covering the syllabus in time.

➢ Class tests are conducted by the individual teachers and house tests are held at the college level. These are conducted twice a year but for the semester system it is conducted only once during a semester.

➢ The assessment of the students is awarded on the basis of their performance in class tests, house tests and practical's, behavior and performance in class rooms.

➢ The progress report of the students is conveyed to their parents / guardians.

➢ Some teachers test their students through assignments and discussions.

➢ Extracurricular activity like talent search is held every year to give an outlet to the talent and potential of the students, the same is organized at the college level.

➢ The score of the house tests is considered for the eligibility for final university examinations as per Punjabi University rules.

1.1.3 What type of support (procedural and practical) do the teachers receive (from the university and / or institution) for effectively translating the curriculum and improving teaching practice?

➢ Punjabi University makes its syllabus available to the college at the beginning of the session. It also contains pattern of examination and assessment.
➢ Punjabi University specifies in its syllabus the duration of semester / session, the dates of commencement and ending of the semester / session.
➢ The time table committee allocates classrooms, laboratories for the entire session.
➢ The college also provides funds to different departments for purchase materials for the smooth functioning of the departments.
➢ Almost all the departments of the college organize state and national level seminars from time to time.
➢ Faculty members attend orientation / refresher courses held at various universities to update their knowledge.
➢ The institution provides library and learning facilities to the faculty to effectively deliver the curriculum.
➢ The internet is available in college labs.

1.1.4 Specify the initiatives taken up or contribution made by the institution for effective curriculum delivery and transaction on the curriculum provided by the affiliating university or other statutory agency.

The curriculum designed by the university is delivered by the college in the best possible manner by actively engaging the students in assimilating the material discussed in the classrooms.

➢ Term wise division of the syllabus already planned at the departmental level in the beginning is executed in best possible way.
➢ Teachers are advised to make the optimum use of projector, Xerox machines, to effectively deliver the lessons whereas it is possible.
➢ Faculty members who are the members of board of studies play their part while framing the syllabi on the basis of inputs received from the students, colleagues and friends.
➢ Library and book bank facilities are provided both to teachers as well as students.
➢ Educational tours and trips are organized by the departments from time to time to supplement classroom experience with firsthand knowledge of things.

1.1.5 How does the institution network and interact with beneficiaries such as industry, research bodies and the university in effective operationalization of the curriculum?

➢ The carrier guidance and placement cell of the college remains in touch with the representation of industry, career oriented talks are arranged from time to time to enlighten students about different carrier choices.
➢ Members of faculty are encouraged to take up membership of professional

research bodies and take up projects offered by the university / UGC / ICSSR etc.
- ➢ The college subscribes to the journals published by the different departments of the university.
- ➢ University professors are invited from time to time to deliver illuminating talk to the students and the faculty members.
- ➢ Suggestions from the stake holders and students are forwarded to the university through teachers who are members of the board of studies.

1.1.6 **What is the contribution of the institution and / or its staff members to the development of the curriculum by the university? (Number of staff members / departments represented on the board of studies, student feedback, teacher feedback, stakeholder feedback provided specific suggestion etc.)**

- ➢ Teachers from our college are members of the board of studies in different departments of the Punjabi University. They provide their inputs to the university for framing new syllabi or for reviewing the old courses.

The following teachers are presently members of the board of studies in different departments of Punjabi University.

Sr. No.	Name of Faculty Member	Department	Member Syndicate/ Senate/ Board of Studies
1.	Dr. Sarbjeet Singh	Public Administration	a) Member of UG Board of Studies. b) Member of Faculty of Social science.
2.	Mr. Rajwinder Singh	Physical Education	Member of Faculty of Education and information Science
3.	Mrs. Raminderpal Kaur	Punjabi	Member of UG Board of Studies.
4.	Mr. Tara Singh	Political Science	a) Member of UG Board of Studies. b) Member of Faculty of
5.	Mrs. Gurpreet Kaur	Computer Science	Member of Faculty of Physical Science.

1.1.7 Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating university) by it? If 'yes', give detail on the process ('Needs Assessment', design development and planning) and the courses for which the curriculum has been developed.

Ours being affiliated college of Panjabi University has no freedom to frame its own curriculum. Curriculum exclusively designed by the Panjabi University is implemented by our institution.

1.1.8 How does institution analyze/ensure that the stated objectives of the curriculum are achieved in the course of implementation.

➢ Evaluation of the students is done on the basis of their performances in the term wise examinations, unit tests, practical examinations and written and practical assignments.
➢ Slow learners are identified. They are given individual attention and personal guidance to boost up their performances.
➢ Brilliant student are also given extra help so that they may better their performance. Placement of our students points towards the success in having achieved the desired goals.

1.2 Academic Flexibility

1.2.1.1 Specifying the goals and objectives, give details of the certificate / Diploma courses / skill development course etc. offered by the institution.

To ensure both knowledge and skill development regarding global trends/competencies among students, the college offers certificate courses for the students of all streams at the undergraduate level. College offers the following courses:

➢ **Computer Basics:** Today's world is driven by new technology, students are facilitated by fundamental of computers which helps students to engage easily in various feilds of IT.
➢ **Spoken English:** Such courses are the need of hour as they chisel one's personality and inculcate confidence.
➢ **Punjabi Language and Culture:** An undergraduate student may evaluate the specificity of modern Punjabi poetry along with its varied and multi-faceted readings by literary historians and critics.

1.2.2 Does the institution offer programs that facilitate twinning / dual degree? If yes, give detail.

Institution doesn't offer programs that facilitate twinning / dual degree.

1.2.3 Give detail on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in term of skills development, academic mobility, progression to higher studies and improved potential for employability.

❖ **Range of Core / Elective Options offered by the University and those opted by the college:**
➢ The college offers Master's degree in Punjabi, History.
➢ Post-Graduate Diploma in Computer Applications (PGDCA)
➢ Post-Graduate Diploma in Dress Designing and Tailoring(PGDDT).
➢ Bachelor of Computer Applications (BCA)
➢ Bachelor of Arts(BA)
➢ The students of Arts stream have diverse options from Languages, Social Sciences and Humanities.
➢ Students opting for BA study English and Punjabi as compulsory subjects. Students who have not studied Punjabi till class X study History and Culture of Punjab in lieu of Punjabi. When a student is admitted to BA-I, he has the option to change any subject within a specified period. In all, the student studies 5 subjects.
➢ Besides, the students are also encouraged to take up certificate courses which can enhance their employability after college. All certificate courses are of 1 month duration.
➢ Academic flexibility exists in the Arts stream only. The students have a number of combinations to choose from Economics, Political Science, History, Mathematics, Physical Education, Elective English, Elective Punjabi, and Elective Hindi.

The subject combinations available in BA-I, BA-II & BA-III are as under:
Compulsory subjects

(i) English (ENG)
(ii) Environmental Studies (ENV)
(iii) Punjabi

Elective subjects: A student is required to take up 3 elective subjects in all, selecting more than one subject from any of the following sets of combinations

(i)   Elective English /Defence Studies/Economics/History.
(ii) History/Defence Studies/Economics/Political Science
(iii) Physical Education (PED) / Public Administartion/History/Elective(Punjabi, English, Hindi)
(iv) History (HIS) / Public Administartion/ Political Science/ Physical Education.
(v)   Physical Education (PED) / Public Administartion/Elective(Punjabi, English, Hindi)
(vi) Public Administration/ Defence Studies/Economics
(vii) Defence Studies/Economics/ Public Administartion/ Physical Education
(viii) Physical Education/ Elective(Punjabi,English, Hindi)
(ix) History/Defence Studies/Economics/Political Science
The courses available at the under graduate level are helpful to the students in terms of progression to higher studies. For this various talks / seminars/ workshops are organized to impart information regarding higher studies. The teachers at their own level also counsel the students for the same. The college is affiliated to Panjabi University,patiala. The syllabus is framed by the University. It does not have the autonomy to change the time frame for any programme.

1.2.4 Does the institution offer any self – financed programs in the institution?   If yes,   list them all indicate how they differ from other   programs, withreference to admission, curriculum , fee structure, teacher   qualification and salary etc.

The college offers the following self financing programs to provide wider choice to the students.
➢ BCA
➢ PGDCA
➢ M.A (Punjabi)
➢ M.A (History)
➢ P.G.D.D.T

There is no substantial difference between self-finance programmes and other programmes with reference to admission, curriculum & teacher qualification. The admission to these courses is also strictly on merit basis / university norms. The students study the same syllabus and the qualification of the teachers is at par with   the qualifications of the teachers teaching other programmes. There is a difference in the fee structure. The financial burden (salary of teachers) is borne by the management.

Sr. No.	Course	College Fees/General Fund(inRs.)	University Fess(inRs.)	Total(inRs.)
1.	BCA–I	16150	3050+4300=7350	23500
2.	BCA–II&III	16150	3050+4300=7350	23500
3.	M.A-I	11050	3050+2900=5950	17000
4.	M.A-II	11050	3050+2900=5950	17000
5.	P.G.D.C.A	8850	3050+5100=8150	17000
6.	P.G.D.D.T	14400	3050+2550=5600	20000

1.2.5 Does the college provide additional skill oriented programs, relevant to regional and global employment markets? If, yes provide detail of such programs and the beneficiaries.

The college offers a number of certificate courses to its students which are relevant to regional and global employment markets. These programs can help the students to   get job or to start with their own business. The certificate and the diploma courses are available at the under graduate level. The following certificate courses are available to the students.

➢ Computer Basics
➢ Spoken English
➢ Punjabi Language & Culture
➢ Stage Comparing and Anchoring
➢ Personality Development.

The college also organizes workshops and lectures by professionals to supplement the knowledge of the student.

1.2.6 Does the university provide for the flexibility of combining the conventional face to face the distance mode of education for students to choose the courses / combination of their choice? If yes, how does the institution take advantage of such provision for the benefit of student?

The university does not allow the flexibility of combining the conventional face to face and distance mode of education for the students. Only conventional face to face mode of education is provided by the college. The students are provided with the flexibility to choose the courses / combinations of their choice.

1.3 Curriculum Enrichment

1.3.1 Describe the efforts made by the institution to supplement the University's curriculum to ensure that the academic programs and the institutions goals and objectives are integrated?

➢ The primary goal of the institution is to spread the light of knowledge by providing quality education to its students. The glorious performance of our students in the university annual examination stands testimony to the success of our goal.
➢ College has a rich library which subscribes to latest magazines, journals and periodicals. Besides having a good stock of books. Students are encouraged to visit the library frequently. It houses computers with internet facility for easy surfing of useful sites.
➢ Seminars/ discussion and guest lecturers are arranged from time to time for giving our students better exposure to knowledge.
➢ Youth festivals provide an opportunity for the students to showcase their talent by participating in the items of their choice and to learn team work and cooperative behavior.
➢ Besides attaining academic knowledge it is important to learn lesson in social behavior. NSS, NCC, Youth clubs and literary societies provide such opportunities.
➢ Athletics and sports are integral parts of the curriculum which make the students to cultivate team spirit, discipline and leadership qualities.

1.3.2 What are the efforts made by the institution to enrich and organize the curriculum to enhance the experience of the students so as to cope with the need of   the dynamic employment market?

➢ A very congenial atmosphere created by our teachers helps improve the quality and receptivity of the students.
➢ Exposing our students to talks from professional experts helps them imbibe the latest knowledge of employment scenario.

➢ Ideas emerging from alumni and students are conveyed to the University for Curriculum Enrichment.
➢ Placement cell remains actively engaged to add to the employability prospects of the students.
➢ Communication skills of the students are improved by engaging experts in this field and by guiding the students about online help for better communication.

1.3.3. Enumerate the efforts made by the institution to integrate the cross cutting   issues such as Gender, Climate change, Environmental Education, Human Rights,ICT,etc., into the curriculum?

➢ Environmental studies which include climate change is a qualifying subject at the undergraduate level for all the streams.
➢ All efforts are made by the institution to make students gender sensitive. Talks are organized on the serious issues of female feticide and woman safety. Awareness is created that woman empowerment is the need of the hour and it can really shape the destiny of our nation for the better.
➢ NSS volunteers of the college actively engage themselves in the celebration of "Van Mahotsav Day" by planting as many saplings as possible besides that NSS unit of the college play active role in activities like literary campaign and Blood Donation Camp.
➢ Our college actively promotes the use of ICT in the educational programs because computer literate is the need of the hour. Teachers are encouraged to make optimum use of technology for their teaching, learning process.
➢ Students are given firsthand knowledge of human rights through interaction with some legal experts of the area. Important issue like domestic violence, woman safety and child labour are covered during these talks.

1.3.4 What are the various value added courses/enrichment programs offered to ensure holistic development of students?

➢ Moral and ethical values
➢ Employable and life skills
➢ Better career options
➢ Community orientation

There are no such courses or programs but the college ambience and aura on its own inculcates holistic values and culture through its different activities.

❖ **Moral and ethical values**

➢ The academic season of the college begins with invoking blessing of almighty by solemnizing Akhand Path in the campus. Positive vibes are generated through this practice. Cultivating Moral and ethical values is the need of hour. The principal and the teachers through their interaction with the students is a matter of immense importance to share ethical and moral values.

❖ **Employable and life skills**

➢ Different clubs and societies like Red Ribbon Club engage the attention of students for creative acts. Participation in Declamation / Debate and creative writing contests improves the communication skills of the students.

➢ Computer related study such as web designing and multimedia development provide an opportunity to refine skills in website creation.

➢ Debate, Declamation, Poem Recitation improve upon communicative skills of the students.

➢ Career Guidance and placement cell guides the students regarding various career options.

❖ **Better career options**

➢ Certificate Courses available at our college widen the scope of career options for the students. Seminars / Workshops are also organized for the guidance of the students. NCC prepares the students for armed and police services. It is operational in our college since long.

❖ **Community orientation**

➢ NSS play a vital role in shaping the personality of the students and prepare them for different social responsibilities. Similarly NCC cadets are provided training in group behavior and responsible living. They are provided opportunity for a bigger role in the armed and paramilitary forces. Red Ribbon club make students work for Aids awareness in society.

1.3.5 Citing a few examples, enumerate on the extent of use of the feedback from stakeholder in enriching the curriculum?

Valuable suggestions from students and the stack holders are appropriately conveyed to the members of board of studies. Their recommendations to the university meetings held in discussing the area of interest are accepted while framing the syllabus for the new session. The college teachers also share their ideas pertaining to curriculum during interaction with other teachers at workshops / seminars etc. The certificate courses run at our college were zeroed in on to be chosen after such deliberations and suggestions.

1.3.6 How does the institution monitor and evaluate the quality of its enrichment programs?

The following are the ways to monitor and evaluate the quality of enrichment programs of the institution.

➢ Departmental meetings
➢ College advisory committee meetings
➢ Internal quality assessment cell Feedback from students is gathered regularly.
➢ Their suggestions are implemented after discussion in the staff meetings.

1.4 Feed backs System

1.4.1   What are the contributions of the institution in the design and development of the curriculum prepared by the university?
The curriculum of the college is designed by Punjabi University Patiala the feedback regarding the same is obtained from the students and stakeholders. The teachers of the college are encouraged to participate in seminars / conferences / workshops and orientation /refresher courses to gather information regarding introduction or sustainability of a particular program. Those ideas and suggestions are conveyed to the university via members of board of studies, Punjabi University.

1.4.2 Is there a formal Mechanism to obtain feedback from students and stakeholders on curriculum? If, 'yes', how is it communicated to the university and made use internally for curriculum enrichment and introducing changes / new programs?

➢ Feedback reports are obtained from students, alumni and teachers of the college. Teachers in their interactions with the students learn about their problems regarding curriculum.
➢ In the departmental meetings feedback received from students is discussed. Revision of syllabus in some possible is suggested to university to be effected from the new session. In this regard help is sought from the principal of the college and the members of the board of studies for recommending modifications in curriculum to the university.

1.4.3 How many new programs / courses were introduced by the institution during the last four years? What was the rationale for introducing new courses programs?

M.A (Punjabi,History)has been introduced from the session 2009-2010 respectively .

Rationale for introducing M.A (Punajbi, History):
➢ The course of MA (Punjabi) has been started in the college since there is a large pool of qualified faculty in the department of Punjabi. The introduction of this programme will not only help the faculty members to engage themselves in research work but will also provide an opportunity to the undergraduates to gain master's degree in the local language.
➢ The course of M.A(History) has been introduced in the college to provide the opportunity to the students to study about the history of particular region.

Rationale for introducing additional units in Post Graduation Diploma in Dress Designing & Tailoring :

➢ Courses like PGDDT address the emerging demand of fashion world for fashion designing professionals.
➢ Introduction of this course tends to enhance their capabilities and caliber of the students to become self-dependent.

CRITERION II: TEACHING-LEARNING AND EVALUATION

2.1 Student Enrollment and Profile

2.1.1 How does the college ensure publicity and transparency in the admission process?

Publicity in the admission process:
- Prominent newspapers of the region with clippings containing advertisements and articles at regular intervals and the prospectus are made available to the students during the beginning of session. All relevant information regarding admission procedures, infrastructure, fee, scholarship, last date for receipt of applications, various activities of the college, and achievements of the students in academics & sports, and other necessary/relevant information is conveyed through the prospectus. The prospectus also contains information about the vision, mission and values cherished by the institution.
- The college has an official website. Relevant details are placed on the college website **www.ggscsanghera.com** and social networking sites also to facilitate online access to the requisite information about the college like facilities, facilitators, members of the faculty, available courses, eligibility criterion as per University norms, admission rules/procedures, clubs, societies and college calendar. The admission form can be downloaded so that outstation candidates can apply directly.
- Before the commencement of the new academic session, a provision is made in the annual budget of the college for admission, advertisements/notices in leading newspapers. The college issues a detailed advertisement in various leading national and regional newspapers in the month of May and June.
- Schools and colleges in neighbouring areas are visited by teams of teachers personally, to publicize the courses available, infrastructural facilities and achievements of the college.
- Achievements of the college are also read out and formally presented by the Principal through college report, at the annual function.
- Huge billboards, fixed at strategic points on the campus and the boundary walls of the college building, surrounding area depicting the achievements in the shape of pictures of various toppers with their marks/percentage/position also serve a good purpose.
- College allows the conduct of various university and competitive examinations for the purpose of admission and job selection. This helps in publicity of the college and courses available.

Transparency in the Admission Process:

- Admission to every course is conducted under the supervision of the admission

committee constituted for this purpose for various courses.
- For classes like B. A. the number of seats are open / flexible and hence the admissions are done according to the rules and regulations prescribed by the university.
- To ensure transparency in the admission process, merit lists are prepared for courses like BCA, PGDCA, M. A. (History, Punjabi),PGDDT & Certificate and are displayed on the college notice board well in advance.
- A waiting list is also put up as and when required for various courses.
- Seats reserved for SC / ST / OBC / Defence Personnel / Sports / Single Girl Child are allocated to them as per policy of the Govt.

2.1.2 Explain in detail the criterion adopted and process of admission? (Ex. (i) merit (ii) common admission test conducted by state agencies and national agencies (iii) combination of merit and entrance test or merit, entrance test and interview (iv) any other) to various programmes of the Institution.

Depending upon the type of course, the following criterion and process of admission is adopted:
- In B. A. students are admitted on first come first serve basis, provided they fulfill all conditions laid down by the University for Admission. However, for the choice of subjects, the students are guided keeping in mind their interest and performance in the previous academic year.
- For BCA, PGDCA, M. A. (History, Punjabi), PGDDT and Certificate courses, admissions are done on merit. Lists of candidates are prepared according to merit and admissions are done accordingly.
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2.1.3 Give the Minimum and Maximum percentage of marks for admission at entry level for each of the programmes offered by the college and provide a comparison with other colleges of the affiliating university within the city / district.

College follows the same percentage of marks for admission at entry level for each of the programmes offered by Punjabi University, Patiala. The prospectus lays down the minimum percentage as per university rules. However this is determined as per the availability of candidates in merit lists and varies every academic year. Minimum and Maximum percentage of marks for admission at entry level for each of the programmes offered by the college is as follows:

Name of Course	Minimum%	Maximum%
B.A.	41	80
B.C.A	41.6	96
M.A Punjabi	55.6	70
M.A History	51	71
P.G.D.D.T	61.4	65.4
P.G.D.C.A	51	65

2.1.4 Is there a mechanism in the institution to review the admission process and the student profiles annually? If 'Yes' what is the outcome of such an effort and how has it contributed to the improvement of the process?

The institution has a mechanism to review the admission process and students profile annually. Student profile at the entry level is reviewed from time to time. Various steps are involved to screen and help students during the admission process. The students are counseled regarding the subject combination which they can opt for. Student's performance in all fields i.e. academics, extra-curricular activities and sports is maintained in the institution. The students who bring laurels to the institution are given scholarships and free ships offered at college level as well as from Management / Govt. / University / Alumni and also from industrialists in the lieu of their regards towards the institution. The students who are weak in academics are encouraged to attend remedial classes offered by the institution. This endeavor has contributed to the improvement of their grades and overall result.

2.1.5 Reflecting on the strategies adopted to increase / improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate / reflect the National commitment to diversity and inclusion
- ❖ **SC/ ST**
- ❖ **OBC**
- ❖ **Women**
- ❖ **Differently abled**
- ❖ **Economically weaker sections**
- ❖ **Minority community**
- ❖ **Any other**

Strategies adopted to increase / improve access for following categories of students, the admission policy of the institution and its student profiles demonstrate / reflect the National Commitment to diversity and inclusion. These are as follows:

❖ **SC / ST and OBC**
There is an endeavor to encourage candidates belonging to SC / ST / OBC through scholarships, free ships or any kind of necessary help as per guidelines of University / State Govt. from the funds available to the institution.

❖ **Women**
Guru Gobind Singh College is a co-educational institution. The college is catering to the needs of this Malwa belt of state by inculcating the quality education and moral values to make them good citizens of India. The College provides a platform to fulfill the objective of women empowerment and every effort is made to prepare women for their various roles and responsibilities in the ever changing world. The women students are given an insight into the values and mission of the institution so as to get them accustomed with the institution's goal. Through various curricular and co-curricular activities, efforts are made to make them self reliant, self confident individuals capable of competing in the global market and still retaining their human values. There is also a provision for an extra seat for a single girl child.

❖ **Differently Abled**

➢ Physically challenged students are admitted adhering to the government rules.
➢ They are guided to fill up forms for scholarships instituted by the university for physically challenged.
➢ The college also motivates them to pursue studies by providing stipends through its own resources.
➢ While framing the time table and examinations, special care is being taken.
❖ **Economically Weaker Sections**
The college provides scholarships to students from economically weaker backgrounds. Free ships and other concessions are made available to them. It is one of the healthy practices in the college that nine senior faculty members provide scholarships to promising students. The college feels proud that all students who apply for scholarships/ fee-concessions are granted financial help. Students belonging to this section are allowed to pay the fee in installments.
❖ **Minority Community**
There is a provision from the Central Govt. and the affiliating university for every possible financial help to students belonging to this category. Their applications are sent by the college and scholarships are directly credited to their accounts.
❖ **Sports Students**
They are given track suits and sports kits in inter college Punjabi University competitions.Cash Prizes are awarded to students who win positions at various competitions.

2.1.6 Provide the following details for various programmes offered by the institution during the last four years and comment on the trends. i.e. reasons for increase / decrease and actions initiated for improvement.

Details of various programmes offered during the last four years:

Programmes	Course	Session	Number of applications(A)	Number of students admitted(B)	Demand RatioA/B
PG	M.A Punjabi				
		2011-12	24	24	--
		2012-13	41	41	--
		2013-14	41	41	--
		2014-15	42	42	--
	M.A History				
		2011-12	14	14	--
		2012-13	26	26	--
		2013-14	39	39	--
		2014-15	46	46	--
	PGDDT	2013-14	22	22	--
		2014-15	15	15	--

2.2 Catering to Student Diversity

2.2.1 How does the institution cater to the needs of differently-abled students and ensure adherence to government policies in this regard?

In order to cater to the needs of differently-abled students:

➢ Adequate infrastructural facilities are provided so that they don't feel any physical obstruction blocking their way.
➢ During examinations (both terminal and annual), such students are accommodated on the ground floor.
➢ The college provides extra lectures, additional classes, and personal interactive sessions during and before the examinations.
➢ Vocational guidance and counseling is provided to get them settled in a healthy working environment.
➢ All government policies regarding admissions, scholarships, fee-concessions,examinations etc. are strictly adhered to for differently-abled students.
➢ Every member of the college is instructed to accommodate such students so that they are not conscious of their disability. They are encouraged and counseled to explore their strengths.
➢ Such students are given facility to deposit their fee in class rooms through the class teacher.

2.2.2 Does the institution assess the students' needs in terms of knowledge and skills before the commencement of the programme? If 'yes', give details on the process.

Yes, the college definitely assesses the student's needs in terms of knowledge and skills before the commencement of the programme by taking the following measures:

➢ A college prospectus is purchased by the students. The students go through the prospectus and fill the admission forms through which information of students academic records, special talents, participation at different levels in various categories etc is gathered.
➢ In the Arts stream, the students can opt subjects of their choice, aptitude and interest
➢ The admission committee also refers students to subject experts for comprehensive advice as and when required.
➢ If a student is still not comfortable with a subject, an option to change the subject within a limited period of time is permissible.
➢ The students of BCA who have not studied Maths in +2 and are still pursuing BCA course are counseled by the teacher in charge of BCA class.
➢ The faculty thoroughly goes through the forms submitted by the students before admitting them in the course of their choice. After this, Orientation Sessions are held to familiarize the students with the college. The college also gets an opportunity to further explore their talents and strengths.
➢ The college has a set policy for awarding fee concessions, freeships, scholarships, and awards to deserving students.

2.2.3 What are the strategies adopted by the institution to bridge the knowledge gap of the enrolled students (Bridge/Remedial/Add-on/Enrichment Courses, etc.) to enable them to cope with the programme of their choice?

> Students are familiarized with the working of the college, its rules and regulations and acquainted with mission, motto and vision of the institution.

- ➢ College offers non-formal education in order to bridge the gap for BCA-I students who have not studied Maths in +2 .
- ➢ To make students comfortable with the subjects, an effort is made to clear the basic concepts first and then begin with the coursework.
- ➢ Slow learners are identified and extra attention paid to them outside the class.
- ➢ Peer learning is encouraged in the sense that meritorious students are asked to help the slow learners.
- ➢ Remedial classes are held for slow learners especially for Compulsory English in order to bring them up to the average level of the students in the class which is the dire need of this backward area.
- ➢ Class tests and informal interaction is conducted regularly to assess the level/standard of the students which helps in assessing the student's knowledge and skills.
- ➢ The brilliant students are given extra attention. They are encouraged by their teachers to do some extra readings from journals and reference books. They are also asked to prepare assignments to enrich their knowledge.

2.2.4 How does the college sensitize its staff and students on issues such as gender, inclusion, environment etc.?
Sensitization comes through awareness and removal of ignorance. The college is committed to grooming young women with well rounded personalities having a responsible and responsive approach to issues such as gender, inclusion, environment etc. The regular exercises taken up to sensitize students are:

- ➢ Orientation sessions.
- ➢ Documentaries and films on various social issues are shown to eradicate the social evils. The themes of plays chosen for representation in the youth festivals have also dealt with issues like gender imbalance, female feticide, and gender discrimination.
- ➢ Value based teaching.
- ➢ Special sessions by Government bodies, NGOs, concerned experts, resource persons etc.
- ➢ Competitions such as Quiz, Poster making, collage making, cartooning etc.
- ➢ NCC and NSS wing of the college sensitizes staff and the students on various socio cultural issues.
- ➢ Environment sensitization is developed by organizing various talks and programmes to inculcate Ethics of Environment and Role of students for conservation of environment.
- ➢ Career Guidance and Counseling Cell of the college provides information and guidance to the students regarding various career options.
- ➢ Anti-Ragging Campus.

2.2.5 How does the institution identify and respond to special educational/ learning needs of advanced learners?

The institution identifies and responds to special educational / learning needs of advanced learners on the basis of feedback by the teachers concerned. The institution responds to their special educational/learning needs by taking the following measures:

➢ The institution identifies special educational/learning needs of advanced learners by conducting class tests and presentations/seminars by students.
➢ There are two house examinations in an academic year for the classes of annual system and once in each semester for the classes having semester system, which help in evaluating & monitoring the students.
➢ The advanced learners are provided with extra books and material by the teachers who set suitable goals for them so that they feel adequately challenged.
➢ Such students are given extra guidance and coaching. Also books of an advanced level are recommended to them.
➢ To encourage and motivate them for attaining excellence in the university annual examinations they are given various incentives in the form of scholarships, Roll of Honor and prizes.
➢ They are guided and motivated for better career options.
➢ College library provides free access to journals.
➢ Free internet facility is also available.
➢ Students are advised to take up various Certificate courses which make their career profile impressive and help them in their career.

2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc. who may discontinue their studies if some sort of support is not provided)?

The institution collects, analyzes and uses the data and information on the academic performance of the students at risk of drop out through their lectures, class tests, discussions, house tests and face-to-face interaction. The teachers maintain a record of weak/bright students and try to keep a track of students belonging to the economically weaker section of the society and physically challenged. Such data is used to make strategies, to improve their academic performance and minimize their dropout rate. Following measures are taken:

➢ Remedial classes are held for slow learners.
➢ Teachers identify such students and motivate them by counseling sessions.
➢ A number of motivational lectures are organized to channelize their potential to achieve success in their course work.
➢ The college keeps in touch with the parents/guardians of such students and they are sent letters or informed telephonically by class teachers.
➢ Special tests are conducted for them.
➢ Teachers resort to regional languages so that such students understand their lectures.

- The Principal and the faculty members make sure that no student belonging to economically weaker section of society drops out of the course for monetary reasons. Such students are granted fee-concessions and scholarships out of the scholarships donated by many philanthropists.
- They are provided free text books by the library.

2.3 Teaching-Learning Process

2.3.1 How does the college plan and organize the teaching, learning and evaluation Schedules (Academic calendar, teaching plan, evaluation blue print, etc.)

- ❖ **Academic Calender**
- The college prospectus contains a detailed academic calendar so that the students getting admission knows from the very beginning the duration of every session
- The way classes will be arranged.
- The time at which examinations will be held.
- And how they will be required to participate in seminars, workshops, debates, quizzes and other co-curricular activities during the slack session.
- ❖ **Teaching Plan**
- Each department also prepares an elaborate teaching plan at the beginning of a session for the students of Part I, Part II and Part III Examinations.
- The total number of teaching days available during each session is counted, excluding holidays
- The syllabus is unitized, and each topic is assigned requisite number of classes so that the syllabus can be covered in a planned and systematic way.
- ❖ **Evaluation Blueprint**
- So far as the evaluation blue print is concerned, students are informed at the very beginning that they will have to go through a continuous process of evaluation through the mid-term examination and annual test examination before being allowed to sit for University examination.
- The two house examinations held as per University schedule in the months of September and December for the classes of annual system and once in each semester for the classes having semester system, help in evaluating the students on the basis of their performance and results.
- The internal assessment is based on the student's performance in the two house examination, his / her regularity in classes, participation in various activities and overall behaviour. The total weightage (10 %) of marks on the basis of Class test-5%, Academic activities-3%, and Attendance-2%.

2.3.2 How does IQAC contribute to improve the teaching-learning process?

IQAC contribute to improve the teaching – learning process. The IQAC functions as an overall advisory body operating constantly for the betterment of the teaching learning process. The IQAC meetings often result in the emergence of new ideas which help invigorate teaching methods by:
- Upgrading the syllabus according to quality demands and placement Opportunities
- Facilitating support for inter-disciplinary programmes, faculty development programmes.

➢ Improving the system of teachers' evaluation by students with respect to improving the overall quality of the College.
➢ Organizing more seminars to spread awareness on academic and social issues.
➢ Planning for new courses at UG and PG level.
➢ Enhancing the infrastructural facilities in terms of space, equipment, laboratories, libraries etc.

2.3.3 How is learning made more student-centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?

As has already been noted, while remaining within the constraints of given syllabi which cannot be modified much, everything possible is done to encourage original thinking, foster a questioning mind and an argumentative spirit in students.

➢ Through participation in debates, students learn the skill of establishing their own point of view, without being disrespectful towards that of others, a quality expected to stand them in good stead when they enter the professional world where they would be required to hold their ground without being offensive.
➢ As they organize college fests, cultural programmes or seminars and are made to take care of everything like decorating the college hall, arranging refreshments, deciding on the content of the programme or topic of the debates, they learn the vital managerial skills of planning, budgeting, resource mobilizing, executing and, post-performance, identifying the flaws and resolving to do away those defects next-time.
➢ College fest and cultural programmes enhances their ability to work hard and in tandem with others in a coordinated, organized fashion. After a job well done, the appreciation and accolades received increase their self-esteem and drive away timidity and hesitation. They grow and mature as individuals, developing self-confidence as well as team spirit, qualities so essential in future citizens of a nation aspiring to greatness. This is done to bring out the real talent from student through interaction

2.3.4 How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?

➢ Students are advised not only to surf the net regularly and go through various magazines so as to update their knowledge, they are also told to view on electronic media news based and educational programmes to keep pace with latest developments in various subjects
➢ Many of the faculty members attend national and international seminars and conferences where they come to know of latest researches and developments in their respective fields and also get a chance to interact and exchange ideas with scholars who are globally recognized and stalwarts in their fields.
➢ The College also provides open access to educational and life-long learning opportunities by inculcating healthy habits like discipline leadership, entrepreneurship, havan etc. thereby contributing to the social, cultural, and economic development of our region.
➢ College arranges academic discourses, sports and cultural activities.
➢ The college library subscribes to newspapers, journals, periodicals and magazines.

➢   As decide under the scheme of university to develop scientific temper among student they are encouraged to make working models, projects and vivas.
➢   Various activities at the college level especially in labs, conferences, seminars help them to select a career in which they become lifelong learner.
➢   Lifelong learning is ensured with the help of giving the duties during the function organized by clubs, societies, arrangement of events like trade fair every year.

2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching? e.g.: Virtual laboratories, e-learning – resources from National Programme on Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources,mobile education etc.

In order to provide an effective learning experience, teachers are encouraged to use modern teaching aids and tools like computers, audio-visuals, multi-media, ICT, Internet etc. Different faculties use various resources available online for effective teaching. The following technologies and facilities are available and used by the faculty for effective teaching:

➢   The faculty uses virtual library for effective teaching.
➢   The faculty has access to well equipped laboratories and library.
➢   The faculty accesses virtual library, computer labs and language labs for e learning resources.
➢   Computers and laptops are used in seminar presentation by faculty so that audio visual presentation may have lasting impression on young minds.
➢   In some departments internet facility is enabled so that material from internet can be downloaded whenever required.
➢   College also provide students to access internet facility on computers placed in respective departments including numerous printers so that they can read
➢   Online latest development under the control of teacher in disciplinary manner.

2.3.6 How are the students and faculty exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)?

➢   The College conducts debate / quiz / essay writing competition / seminars / expert lectures, experimental & field based project learning and encourages students to participate actively for capacity building.
➢   Faculty members are encouraged to complete higher study for acquiring knowledge and skills like, to complete the required number of orientation programme and refresher, to participate and present research papers in state / national / international seminars / conferences / workshops, to attend in skill development training programme, to apply for research projects from state / national funding agencies.
➢   The departmental and central libraries to which the students have even greater access play an important role in this endeavour of acquiring advanced level of knowledge.

2.3.7 Detail (process and the number of students \benefitted) on the academic,personal and psycho-social support and guidance services (professional counseling/ mentoring/ academic advise) provided to students?

➢ In order to achieve the above objectives, the college regularly organizes the various activities like

➢ Since the college aims at imparting holistic education with the objective of creating complete, poised individuals having both professional competence and social commitments, utmost care is taken to ensure that all their academic and socio-psychological needs are addressed as extensively and exhaustively as possible.

➢ Constant interaction with students, undertaken by teachers with utmost sincerity and counseling offered to them in various areas bear fruit as we see our ex students doing well and making a mark in their chosen field of work.

➢ In addition to having a strong and well-equipped central library, every department offers to the students the benefit of departmental/seminar library which are operated by the faculty and from where students can borrow books and journals regularly. Scholarships are offered to meritorious and needy students. Teachers take personal care of those who are under privileged but promising students and supply study materials to them so that their economic hardship does not come in the way of their academic pursuit.

2.3.8 Provide details of innovative teaching approaches/methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faulty to adopt new and innovative approaches and the impact of such innovative practices on student learning?

As the teachers face the uphill task of covering substantial syllabi within a stipulated period, the lecture method obviously becomes the most prevalent mode of teaching. However, all efforts are made to engage the students in a discussion on the topic on which a lecture has been delivered.

➢ Students are prodded to give their reactions, raise questions and offer comments on class lectures so that they are compelled to reflect on the topic discussed and learn to put forward their thoughts coherently. It has been noticed that gradually, they develop analytical skills and the necessary articulation to express themselves as a result of exercises.

➢ Teachers regularly use the internet to keep abreast of latest information.

➢ Power point presentations occasionally available to the present day academic community.

➢ Study tours are regularly arranged. We regularly visit science city in Jalandhar and PUP research labs.

➢ Teachers occasionally make use of audio visual aids and material available on internet for benefit of students

➢ Extension lectures by external experts in relevant field are also organized to generate interest and awareness among the students.

➢ The institution provides incentives to faculty in form of duty leave and academic leave to enable them to participate in seminars.

2.3.9 How are library resources used to augment the teaching-learning process?

The Central Library has a significant collection of books and journals which is updated every year with grants from the UGC. Whenever the syllabus is revised special funds are provided by the college to buy relevant books in keeping with the new thrust areas. The teachers and students regularly use material from the library to keep themselves apprised of new perspectives of scholarly research. Home issue constitutes an integral part of the library facilities.
➢ There are also departmental libraries which are managed with care and considerable efficiency by the faculty members. Latest books and journals are regularly bought and students are provided easy access to them.
➢ Students are allowed to borrow books for fixed period so that max student avail of them and records are maintained to prevent damage of loss of books.
➢ Needy students are provided books by book bank.
➢ Books exhibitions are updated every year.

2.3.10 Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If yes, elaborate on the challenges encountered and the institutional approaches to overcome these.

Yes the institution does encounter problems in completing the syllabus, which is rather detailed and vast, in the third and final year as the time at hand is extremely meager. Sometimes unforeseen holidays due to numerous disturbances and the like add to the difficulty. This challenge is sought to be overcome by taking extra classes during term time and extending classes which run parallel with remedial classes after the selection tests.

2.3.11 How does the Institute monitor and evaluate the quality of teaching learning?

Teaching learning is continually monitored, evaluated and assessed by various mechanisms in place, in the College.
➢ The internal system of the College is structured in such a way that learning of the student is assessed comprehensively. The results of the house tests are discussed in the staff meetings where teachers discuss individual students' results and analyze the need for improvement and the scope for excelling in students. The tutorial system ensures that students open up to their tutors regarding the problems they face during their stay in the College. The system of feedback from students, as discussed in the next part, also serves to monitor and evaluate the teaching learning process. IQAC through interaction with teachers and students submit periodical reports of the feedback to the Principal

2.4 Teacher Quality

2.4.1 Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum.

At the end of every session, the Head of each department is asked to provide tentative workload for the next session. Keeping this in mind, the vacancies (if any) in each department are advertised and interviews conducted well before the beginning of the next session so that teaching work is not affected due to scarcity of teachers. All appointments are made purely on the basis of merit and by an interview board consisting of representatives of management, Principal, heads of departments and subject experts.

Highest Qualification	Professor		Associate Professor		Assistant Professor		Total
	M	F	M	F	M	F	
Permanent teachers							
D.Sc./D.Litt.	-	-	-	-	-	-	-
Ph.D.	-		-	01	01	-	02
M.Phil.	-	-	01	-	02	-	03
PG	-	-	-	-	02	02	04
Temporary teachers							
D.Sc./D.Litt.	-	-	-	-	-	-	-
Ph.D.	-	-	-	-	-	01	01
M.Phil.	-	-	-	-	01	03	04
PG	-	-	-	-	01	04	05

2.4.2 How does the institution cope with the growing demand / scarcity of qualified senior faculty to teach new programmes / modern areas (emerging areas) of study being introduced (Biotechnology, IT, Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.

We do face scarcity of qualified senior faculty. Guest faculties are contacted whenever required from emerging areas.

2.4.3 Providing details on staff development programmes during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.

a) **Nomination to staff development programmes.**

Academic Staff Development Programmes	Number of faculty nominated			
	2010-11	2011-12	2012-13	2013-14
Refresher courses	-	-	01	-
HRD programmes	-	-	-	-
Orientation Programmes	01	-	-	-
Staff training conducted by the university	-	01	-	-
Staff training conducted by other institutions	-	-	-	-
Summer / winter schools, workshops, etc.	-	01	01	01

b) **Faculty training programmes organized by the institution to empower and enable the use of various tools and technology for improved teaching-learning is as follows:**

➢ **Teaching Learning methods / approaches**

Training has been provided to the teachers on the use of ICT facility available in the smart class rooms. Various softwares are available in the college and teachers can make use of them for their teaching as well as research.

➢ **Handling New Curriculum**

Feedbacks from the various colleges are discussed in detail in the meeting of board of studies before the final approval of it. Our college plays an important role in this process being the large number of faculty members are the part and parcel of the above committee in every academic session.

➢ **Knowledge Management**

Teachers are always encouraged to attend and present papers at national and international seminars, conferences and workshops. The seminars are also organized in the college for updating their knowledge. They have also presented and published a number of papers.

➢ **Assessment**

Feedback from the students and their results helps the college management as well as the teachers to evaluate their performance. College principal and management invite suggestions from teachers through meetings of advisory committee and representatives of the faculty in the management.

➢ **Cross Cutting Issues**

The students and the staff members take part in various cross cutting issues like gender sensitization, Environment and Women related problems. Self-defence training for girls and Green planet. The environment club of the college sensitizes the students on environment issues. Women problems are taken care of by the Women's' Cell.

- **Audio Visual Aids / Multimedia**

  The college has a seminar room well equipped with all the audio visual aids. Computer department is well equipped with the latest softwares.

- **OER's (Open Educational Resources)**

  The college provides open educational resources like, latest books, journals, magazines, wi-fi, resource centre, latest softwares and reference books for the students.

- **Teaching learning material development, selection and use**

  Teaching learning material is developed with the help of various books, journals and magazines available in the college library. Teachers can also make use of the internet facility. They attend seminars and workshops and present papers. They are also encouraged to take up various projects for their knowledge enhancement.

2.4.4 What policies/systems are in place to recharge teachers? (e.g.: providing research grants, study leave, support for research and academic publications teaching experience in other national institutions and specialized programmes industrial engagement etc.)

Management always encourages faculty to arrange / organize and attend conferences and seminars. Duty leave is granted for attending refresher courses, orientation courses,syllabus related seminars or workshops and faculty development programmes.With the aim of quality enhancement, eleven (02) teachers secured Ph.D.,while in service.Twelve(03) teachers are actively pursuing Ph.D

2.4.5 Give the number of faculty who received awards / recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance/achievement of the faculty.

None

2.4.6 Has the institution introduced evaluation of teachers by the students and external Peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?

Yes, the institution has introduced the system of student feedback on teachers Feedback Proforma of the course is also taken from the students. The teacher in charge discusses the feedback outcomes with the Principal who further conveys it to the concerned teachers

2.5 Evaluation Process and Reforms

2.5.1 How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?

To ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes, the institution takes the following measures:

➢ The evaluation methods are communicated through the Prospectus, Notice Board and even through announcements in the classrooms.
➢ The progress of the students is monitored by the teachers through class tests, written assignments, oral tests, group discussions & interactive sessions.
➢ If a student falls short of lectures, the parents are intimated & requested to discuss the matter with the HOD/ Principal personally.

2.5.2 What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?

Evaluation Reforms initiated by University:
➢ The University is in the process of introducing semester system for all levels of all streams and subjects. Semester system has replaced annual examination method in all PG classes already.
➢ Table-marking has been introduced to ensure fair evaluation even in house examination.
➢ An external invigilation system has been introduced from 2010-11 to check the menace of copying.

Evaluation Reforms initiated by the institution on its own:
Following reforms have been initiated recently in the evaluation system:

- To bring uniformity in marking scripts marked by fresh recruits, the scripts are scrutinized by seniors randomly and anomalies are pointed out to them.
- Remedial classes for poor performers.
- Assignments-based internal assessment is taken in many commercial and vocational courses.
- Answer sheets of the House Tests are delivered to and discussed with students so that they are assured that no partiality or favouritism has crept into evaluation and, thus, they are accorded opportunity to check their total score and impartial evaluation of their answers as well.

2.5.3 How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?

The institution ensures effective implementation of the evaluation reforms of the university and those initiated by the institution on its own through Academic Council & IQAC.

2.5.4 Provide details on the formative and summative evaluation approaches adapted to measure student achievement. Cite a few examples which have positively impacted the system.

The following formative and summative evaluation approaches are adopted at curricular, co-curricular and extra-curricular front to measure student achievement:

Curricular front:
Formative evaluation approaches
- Special tests for advanced and slow learners are arranged.
- Assignments-based internal assessment is done in many commercial and vocational courses.
- Two Mid-term House Tests are conducted in September & December. Summative evaluation approaches
- Assignments-based internal assessment is done in many commercial and vocational courses.
- University Exams are conducted.

Co-curricular front (debates, elocution, quiz)/ Extra-curricular front (Cultural level)
- Formative evaluation approaches Talent Hunt is organized.
- Students selected in Talent Hunt are trained. Summative evaluation approaches
- Trained students appear in zonal, inter-zonal and intervarsity festivals alongwith competitions at district, state, national and international level.

Extra-curricular front (Sports level)
➢ Formative evaluation approaches .
➢ Sports Trials are conducted

Students selected in Sports Trials are trained. Summative evaluation approaches
➢ Students trained appear in competitions at district, state, national and international level.A few examples which have positively impacted the system
➢ The answer sheet of the students with good score are discussed and shown in the class to the other students so they get motivated to perform better next time.
➢ The students who score high in each subject and overall aggregate in December exam are given prizes at Annual Prize Distribution Function of the College which enhances the morale of Prize winners and inspires others to do well.
➢ The students who secure 1st & 2nd position in University are given cash prize. This incentive motivates the students to study well and perform better.
➢ The weak students can join the remedial classes in order to do well in the Annual Examination.

2.5.5 Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightages assigned for the overall development of students (weightage for behavioural aspects, independent learning, communication skills etc

Yes, the institution and individual teachers use the following assessment /evaluation as an indicator for evaluating student performance, achievement of learning objectives and planning:
➢ Classroom performance and attendance Marks in internal exam Communication skills
➢ Behavioral aspects
➢ Activities and performance in NCC, NSS, Sports, Cultural activities

2.5.6 What are the graduates attributes specified by the college /affiliating university? How does the college ensure the attainment of these by the students?
Given below are the graduate attributes specified by the college:
➢ **Synchronizing tradition with modernity:**
One of the graduate attributes specified by the college finds expression in vision and mission statement of the college enshrined in the college prospectus, i.e., synchronizing tradition with modernity. By holistically grooming girls into confident, well-equipped, culturally conscious, socially modern and globally competent persons, the college ensures the attainment of these by the students.

- ➢ **Inculcating expertise:**
  The disciplinary expertise is inculcated by making students members of the discipline committee.**Leadership quality:** The leadership expertise is inculcated by making students members of the discipline committee and motivating them to join NCC and NSS.
- ➢ **Innovative Ideas:**
  Innovation is inculcated in the students by allowing them to explore in laboratories and libraries. The college magazines provide them platform to give expression to their innovative and creative flight
- ➢ **Entrepreneurial quality:**
  Entrepreneurship is encouraged in students by organizing industrial visits and interactive talks delivered by industrialists.

Any other relevant information regarding Teaching-Learning and Evaluation which the college would like to include

- ➢ Before the beginning of each academic session Heads of departments are asked to submit requirements for workload in terms of teaching positions in their departments.
- ➢ Recruitment of teachers is done purely on the basis of merit.
- ➢ All teachers are encouraged to use Audio visual techniques and to encourage the use of Library.
- ➢ Complete transparency is maintained in the process of examination and evaluation Students are given the opportunity to interact with scholars of repute through trips to prestigious institutes.

2.5.7 What are the mechanisms for redressal of grievances with reference to evaluation both at the college and University level?

- ➢ **College Evaluation Grievance Redressal Mechanism**

Answer sheets of the House Tests are delivered to and discussed with students and if there is any grievance with reference to evaluation, it is redressed on the spot in the following way:
- Unmarked questions, if any, are marked.
- Total is checked again.
- ➢ **University Evaluation Grievance Redressal Mechanisms**
  - Rechecking of Answer sheets
  - Total is checked again;
  - Unmarked questions, if any, are marked
  - Re-evaluation of Answer sheets;
  - Marked questions are got re-marked by some other examiner

2.6 Student performance and Learning Outcomes

2.6.1 Does the college have clearly stated learning outcomes? If 'yes' give details on how the students and staff are made aware of these?

Yes, the college has clearly stated learning outcomes stated in vision and mission statement of the college enshrined in the college prospectus, i.e., synchronizing tradition with modernity. By grooming students into confident, well equipped, culturally conscious, socially modern and globally competent person, the college translates learning outcomes into reality. The students and staff are made aware of these through the prospectus.

2.6.2 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course / programme? Provide an analysis of the student's results / achievements (Programme / course wise for last four years) and explain the differences if any and patterns of achievement across the programmes / courses offered.

The institution monitors the progress and performance of students through the duration of the course / programme through classroom lectures and internal assessment method. The institution communicates the progress and performance of students through the duration of the course / programme through communication to students and parents through correspondence.

Analysis of the students results (last four years)

Class	Session	Appeared	First Division	Distinctions	College Pass %
B. A.- I	2010-11	374	22	00	81.2
	2011-12	423	10	00	65.48
	2012-13	691	12	00	76.41
	2013-14	819	04	00	69.96
B. A.- II	2010-11	129	24	00	88.38
	2011-12	307	14	00	87.62
	2012-13	309	17	00	92.56
	2013-14	535	12	00	93.27
B. A.- III	2010-11	111	12	00	94.59
	2011-12	148	16	00	95.95
	2012-13	276	10	00	94.93
	2013-14	315	20	00	98.09

B.C.A -I	2010-11	16	12	05	100
	2011-12	14	04	04	100
	2012-13	31	02	02	100
	2013-14	35	05	01	100
B.C.A-II	2010-11	09	03	01	100
	2011-12	14	07	03	100
	2012-13	14	07	00	100
	2013-14	35	07	01	100
B.C.A-III	2011-12	08	01	01	100
	2012-13	14	03	00	100
	2013-14	13	04	01	100
M. A.-I (Pbi.)	2011-12	24	01	00	100
	2012-13	40	02	00	100
	2013-14	41	06	00	100
M. A.-II (Pbi.)	2012-13	15	01	00	100
	2013-14	31	05	00	100
M. A. I (History)	2011-12	16	11	00	100
	2012-13	32	22	00	100
	2013-14	41	29	02	100
M. A. II (History)	2012-13	10	07	00	100
	2013-14	28	18	02	100

PGDCA	2010-11	23	08	03	100
	2011-12	26	06	02	100
	2012-13	22	08	03	100
	2013-14	30	03	00	100
PGDDT	2010-11	34	32	04	100
	2011-12	33	29	06	100
	2012-13	38	36	05	100
	2013-14	47	47	23	100

2.6.3 How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?

The teaching, learning and assessment strategies of the institution are structured to facilitate the achievement of the intended learning outcomes through:

- ➢ Well-equipped laboratories
- ➢ Well-stocked library
- ➢ Classrooms
- ➢ Class tests, written assignments, oral tests, group discussions &interactive sessions.
- ➢ September and December House Exams

2.6.4 What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (quality Jobs, entrepreneurship, innovation and research aptitude) of the courses offered?

The college takes up the following measures and initiatives to enhance the social and economic relevance of the courses.
- ➢ To provide quality jobs to the students, the College Placement & Employment Cell trains the students to suit the various needs of the industry, faces the interviews and gives handy tips to the students to face the group discussions and invites various organizations for campus recruitments.
- ➢ The college laboratories and libraries help the students inculcate innovation by allowing them to explore and experiment innovatively. The college magazines provide them platform   to   give   expression   to   their innovative and creative flight.
- ➢ The college organizes industrial visits and interactive talks delivered by industrial executives to instill entrepreneurship amongst students.
- ➢ The college faculty instills research aptitude in the students by giving them minor projects

2.6.5 How does the institution collect and analyze data on student learning outcomes and use it for planning and overcoming barriers of learning?

The college has formed IQAC to collect and analyze data on student learning outcomes. The college uses this data:

- ➢ To find out advanced & slow learners and plan strategies
- ➢ To improve learning outcomes of both the categories.
- ➢ To remove their learning barriers by providing them remedial classes, peer learning etc.

2.6.6 How does the institution monitor and ensure the achievement of learning outcomes?

The college monitors the achievement of learning outcomes through IQAC and Academic Council which ensure the achievement of learning outcomes by:
- ➢ Conducting house tests.
- ➢ Holding class discussions.
- ➢ Finding out slow and advance learners and making policies to improve their learning outcomes.
- ➢ Organizing seminars etc.
- ➢ Taking Remedial classes
- ➢ Laying stress on written assignments
- ➢ Taking feedback from alumni

2.6.7   Does the institution and individual teachers use assessment / evaluation outcomes as an indicator for evaluating student performance, achievement of learning objectives and planning? If 'yes' provide details on the process and cite a few examples.

Yes, the institution and individual teachers use assessment /evaluation as an indicator for evaluating student performance, achievement of learning objectives and planning. For evaluating student's performance a large number of academic and co-curricular activities are planned and executed in the college throughout the year.
- ➢ Assignments, Project works, Seminars etc. act as an indicator for evaluating student's performance.
- ➢ Performance in NCC, NSS, Sports and cultural activities are also an indicator of student's performance.
- ➢ Meritorious students are awarded with prizes, Merit Certificates etc. during the annual prize distribution function.
- ➢ Strategies are formulated to overcome the learning barriers, if any, noticed during the evaluation process.
- ➢ The institution sees to it that the intended learning objectives are in sync with the vision and mission of the college.

CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION

3.1 Promotion of Research

3.1.1 Does the institution have recognized research centre/s of the affiliating University or any other agency/organization?

The college does not have any recognized research centre of the affiliating University or any other agency/ organization. Besides, the institution has been making sincere and serious efforts to establish the research centers in the other subjects also.

3.1.2 Does the Institution have a Research Committee to monitor and address the issues of research? If so, what is its composition? Mention af ew recommendations made by the Committee for implementation and their impact.

Yes, the college has constituted a Research Committee to facilitate research activity. The composition of the Research Committee is as under:

1. Chairperson : Principal
2. Convener : Associate Professor Harbans Singh
3. One faculty member from Humanities
4. One faculty member from Languages

A few recommendations made by the committee are:

➢ Every year, at least any one department may take initiative to organize state/national level seminars/workshops.
➢ To boost research activities among the faculty and to submit more number of major and minor research project proposals to various funding agencies.
➢ The faculty members may increase their participation in national/international level research oriented programmes like refresher/training programme on research methodology, statistical packages etc., conferences, seminars and workshops.
➢ Sanction duty leave to the faculty for attending seminars, workshops and conferences.
➢ The faculty members may publish their Ph. D. thesis.

The Committee performs the following activities:

➢ The committee creates research awareness among the faculty and students by arranging lectures.
➢ Takes initiatives to enlighten the faculty on the availability of research grants of different funding agencies.
➢ Encourages the faculty to register themselves for M. Phil. and Ph.D. programmes.
➢ The circulars of UGC and other funding agencies related to research are brought to the notice of all the faculty of the college.
➢ The guidance regarding preparation of research proposals and information about various funding agencies is given to the faculty.

➢ Encourage the faculty to publish papers, research articles in reputed journals and books with ISSN and ISBN.

Impact:

➢ The number of faculty members with Ph.D. degree has increased.Many teachers have completed their Ph. D. during the last four years.
➢ Many faculty members have presented research papers in state/national/international seminars/conferences.

3.1.3 What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes/projects?

➢ **Autonomy to the principal investigator**:
Faculty members are engaged with doctoral and other minor & major research projects. The principal investigator has full freedom in deciding the research area, research methodology, choice of books and instruments/equipments etc. for conducting the research projects.
➢ **Timely availability or release of resources**: The college authority always tries to pursue the release of the funds to the principal investigator as per the norms of the funding agency.
➢ **Adequate infrastructure and human resources**:
Though the College does not have outstanding infrastructure facilities for research, but it has preliminary infrastructure facility. Moreover, the College has two computer laboratories in where advanced languages frameworks have been installed.
➢ **Time-off, reduced teaching load, special leave etc. to teachers**:
Faculty members who have registered for research, carry out data collection and analysis, library work and laboratory experiments at their own. The faculty members going for research paper presentation in state/national/international level seminar/conference/workshop are supported with duty leave.
Support in terms of technology and information needs:
The College supports its faculties in terms of technology and information needs through computer with internet facilities in different segments of the College.

3.1.4 What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?

➢ Students of the college (B.C.A,PGDCA,PGDDT) prepare presentations and project work as per their syllabi since project work is part of their course work, so students are motivated towards basic research concepts by the teachers.
➢ PG students of various departments are given projects in the form of assignments.
➢ Students are encouraged to attend seminars, invited lecture organized by the departments and other Colleges of the state which provide an opportunity to interact with researchers and motivate the students to join higher education for research.
➢ By providing books, journals, magazines etc. the students are facilitated in their projects.

- ➢ The College encourages the students to participate in the educational tours in different scientific institutions of the state like Science City, Jalandhar.
- ➢ Historical trips are organized at various places of Chandigarh, Punjab, and Himachal Pradesh ,Rajasthan,Maharastra etc.

3.1.5 Give details of the faculty involvement in active research (Guiding student research, leading Research Projects, engaged in individual / collaborative research activity, etc.

Guiding student research:

Two (02) faculty members are involved in guiding research scholars towards M. Phil. / Ph. D. programmes. Two teachers have completed their Ph. D. programme in service. Several new teachers are engaged in individual research activity towards Ph. D. programme.

The following faculty members have completed their Ph. D. / M. Phil. in service

- ➢ Dr.Sarbjeet Singh   Public Administration
- ➢ Dr.Gurmeet Kaur   History
- ➢ Mr.Rajwinder Singh   Physical Education
- ➢ Mrs. Gurpreet Kaur   Defence Studies
- ➢ Mrs. Anita Rani   History
- ➢ Mrs.Varinderjeet Kaur   Punjabi

The following faculty members are currently pursuing their Ph. D.

- ➢ Mr. Anil Kumar   Religion
- ➢ Mrs. Raminder pal Kaur   Punjabi

3.1.6 Give details of workshops / training programmes / sensitization programmes conducted / organized by the institution with focus on capacity building in terms of research and imbibing research culture among the staff and students.

The various departments of the College have conducted/organized seminars/workshops/sensitization programmes in order to build research culture among the staff and students. The details are:

Sr. No.	Title of the event	Dates of the event	State / National Level	Name of the organizing department	Funding agency
1.	National Conference on An Innovative Approach of An Ideal Teacher	March 18-20,2014	National	Joint	Management
2.	Mudla Punjabi Natak (Satnam Singh)	October 25,2014	Local	Punjabi	Management
3.	Legal Awareness among the students	30.08.2014	Local	Public Administration	Management
4.	Legal Rights of Women and Children	26.11.2013	Local	Public Administration	Management
5.	National Integration	31.10.2014	Local	Public Administration	Management
6.	Go Safe Vehicles	10.12.2014	Local	Public Administration	Management
7.	Role of Sikh Guruduwaras in Development of Sikhism	19.03.2014	Local	History	Management
8	Emerging Trends in Modern Indian Historiography	17.10.2014	Local	History	Management
9	Research Methodology of History	19.02.2014	Local	History	Management

10	Political Society and Women	23.01.2015	Local	Political	Management
11	Importance of Defense Studies	19.02.2014	Local	Defense Studies	Management
12	Development of Punjabi Sahit in 21st Century	19.04.2014	Local	Punjabi	Management

3.1.7 Provide details of prioritized research areas and the expertise available with the institution.

The faculty members of the College are involved in research at individual and collaborative level. Following are the details along with research areas and expertise of different faculty members:-

Sr. No.	Name	Subject	Area of Specialization
1.	Dr. Jagdeep KAur	Punjabi	Darshan Singh Awara Kav Wich Vidroh
2.	Dr. Sarbjeet Singh	Public Administration	Social Welfare
3.	Dr. Gurmit Kaur	History	*Modern* India

3.1.8 Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?

The College has been organizing national level seminars, inter-college and intra-college level seminars/workshops/invited lectures in which researchers of eminence are invited to deliver lectures, preside over the technical sessions, visit the campus etc. In the past years, several invited lectures, one day inter-college level and intra-college level seminar/symposium were organized by different departments of the college.Many eminent professors / academicians who have national and international recognition in research activities visited the college at the time of these events. These events have paved the way for our faculty and students to have interaction with many scholars and scientists who have national and international recognition in research.

List of eminent academicians / researchers who visited the campus
  - ❖ Several eminent Professor visited and presented their work during the National Conference on An Innovative Approach of An Ideal Teacher on March 13-17,2014
    - ➢ Dr. Gurpreet Singh Toor,SSP Rpoar
    - ➢ Dr. Harjinder Singh Walia, Punjabi University Patiala.
    - ➢ Dr. Sherdev Singh Gill,Princiapal Malwa College Banthinda
    - ➢ Dr.Kamal Kingr, Punjabi University Patiala
    - ➢ Dr. Kewal Krishan,Punjabi University Patiala.
    - ➢ Dr.Ranu, Punjabi University Patiala
    - ➢ Dr. Rakesh Jindal,Princiapal , University College Dhillwan
    - ➢ Dr.Jaspal Kaur Dhanju, Punjabi University Patiala

3.1.9   What percentage of the faculty has utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?

The Sabbatical Leave for research activities has not been availed by any faculty member. The faculty members are permitted to pursue their research activities without hampering their normal duties in the College.

3.1.10 Provide details of the initiatives taken up by the institution in creating awareness/advocating/transfer of relative findings of research of the institution and elsewhere to students and community (lab to land).

The findings of the research activities do not remain confined to researcher / institution, but these are forwarded in the shape of report / recommendations to the concerned quarters. However, the awareness about research findings done by the faculty members is created among the students and community through organizing seminars / workshops, publications of seminar proceedings and publications in national and international journals / books.

3.2   Resource Mobilization for Research

3.2.1   What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization.

As the College does not offer any research oriented programme, any percentage of the total budget has not been earmarked for research. However, the college receives grants from UGC for research schemes/projects.

3.2.2   Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?

No, the college doesn't have any provision for providing seed money to the faculty for research.

3.2.3   What are the financial provisions made available to support student research projects by students?

The College does not offer any research-oriented programme. Thus students-led research projects are not introduced in the College. The financial provisions for supporting student research project are not allocated in the annual budget. There are certain other facilities made available to support assignments and project work by students:

➢ Seminar room for Power Point presentations.
➢ Library upgradation with reference books and journals.

3.2.4   How does the various departments/units/staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavors and challenges faced in organizing interdisciplinary research.

Being a general degree college, the College encourages inter-disciplinary research among   the various   departments/units/staff   through organizing   seminars on interdisciplinary issues. Few examples:
➢ Extension Lectures on Computer Literacy among the departments delivered time to time as required.
➢ Legal Awareness among the students imparted by the Public Administration department.
➢ To enhance the communication skills as well as confidence level ,various orientation programme has been organized by the English faculty.

3.2.5   How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?

➢ The equipments are well maintained by the individual departments. They maintain stock register of various equipments.
➢ The college ensures the optimal use of equipment and research facilities by conducting laboratory practical's as per the devised curriculum.
➢ The equipments and other facilities available in the departments are used by the teachers and students as and when they are needed in day-to-day classes, for research projects, and for organizing seminars/workshops.
➢ Teachers and laboratory attendants guide the students when the equipments are used for practical classes.
➢ Further the use of equipment and research facilities enable the faculty to prepare research papers. As a result research papers of some faculty members got accepted/published for presentation in national/international conferences/journals.
➢ Need based repair and maintenance of equipment is undertaken.
➢ Regular purchase of latest library books and journals. All facilities are readily available. The staff and the students are free to avail them. A separate room with computer is available exclusively to the teachers.

3.2.6 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If 'yes' give details.

The college has received a grant towards the scheme of College Assistance (Equipment) for the purchase of Computer science equipments during XIth plan of UGC.

3.2.7 Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organizations. Provide details of ongoing and completed projects and grants received during the last four years.

Nil

3.3 Research Facilities

3.3.1 What are the research facilities available to the students and research scholars within the campus?

➢ The college has a spacious library with conventional and latest books and journals. The college has internet facility for faculty .. In this context the library approx 20000 books, 23 journals / periodicals and a large no. of journals. The library quite consistently keeps on adding latest books, journals. In addition the library has been computerized to enhance the reliability to search the books.

➢ Library with reading room both for students and teachers.

➢ Wi-Fi internet connection and Broadband BSNL internet connection in different segments of the college.

➢ Seminar hall.

➢ Space and ICT enabled facility in all various departments.

3.3.2 What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?

The College always encourages for upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research. Recommendations are sought from the Departments on requirements for infrastructure for research, by initiating research infrastructure and specific user-meetings through interaction with Heads of Departments and faculty members. Periodic updating and up gradation of the inventory of scientific equipments is made.

3.3.3 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities? If 'yes', what are the instruments/facilities created during the last four years.

The various departments of the College availed research grants from funding agency such as UGC . Besides, the College has received equipment grant from UGC during the year 2011 and 2012. Following instruments have been installed out of this grant which facilitate the researchers:

Sr. No.	Name of Instrument	Name of Department where installed
1.	Gen. Set(2010-2011)	Common for the College
2.	Computer Systems	Computer, Library
3.	CCTV/ Cameras(2010-2011)	Common For College
4.	Furniture And Fixture	Library
5.	Inverter(2009-2010)	Administrative & Staff Room
6.	Lecture Stands	Common for College
7.	Inter comm Machine(2010-2011)	Common for College
8.	Lamination Machine (2010-2011)	Administration
9	Photostat Digital Machine (2010-2011)	Common for College
10	Refrigerator(2010-2011)	Staff Room
11	Ro Filter System(2010-2011)	Common for College
12	Speaker /Sound System(2010-2011)	Common for College
13	Attendance Machine	For Employees
14	Water Cooler	Common for College

3.3.4 What are the research facilities made available to the students and research scholars outside the campus /other research laboratories?

The teachers are relieved whenever they require to conduct research, and participate in various research oriented events within and outside the State.

3.3.5 Provide details on the library/ information resource centre or any other facilities available specifically for the researchers?

The following facilities are available for the researchers:
- ➢ Library: Our College has a fully automated library with facility to accommodate 100 readers at a time. The library is open from 9 am to 4 pm on all working days. It subscribes to 23 periodicals and has a collection of 20000 books. The special collection of the library consists of CDs and DVDs on ICT and other subjects of interest.
- ➢ Few Journals.
- ➢ Computers with internet connection, uninterrupted power supply.
- ➢ Seminar Hall: The institution has a well-furnished seminar hall with a seating capacity of 100 giving a platform to both students and faculty members to interact with each other and exchange ideas, opinions and present papers. It has been used to organize conferences and seminars etc.

3.3.6 What are the collaborative research facilities developed / created by the research institutes in the college. For ex. Laboratories, library, instruments, computers, new technology etc.

College does not have any kind of collaborative research facilities.

3.4 Research Publications and Awards

3.4.1 Highlight the major research achievements of the staff and students in terms of

- ❖ **Patents obtained and filed (process and product)**
- ❖ **Original research contributing to product improvement**
- ❖ **Research studies or surveys benefiting the community or improving the services**
- ❖ **Research inputs contributing to new initiatives and social development**

  The faculty of the College is involved in various research activities and has published research papers in some reputed national and international journals.
- ❖ **Patents obtained and filed (process and product):**   Nil.
- ❖ **Research studies or surveys benefiting the community or improving the services:** Nil.
  Research inputs contributing to new initiatives and social development: Nil

3.4.2 Does the Institute publish or partner in publication of research journal(s)?
   If 'yes', indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?

   Nil

3.4.3   Give details of publications by the faculty and students:

- ➢ **Publication per faculty**
- ➢ **Number of papers published by faculty and students in peer reviewed journals (national / international)**
- ➢ **Number of publications listed in International Database (for Ex: Web of Science, Scopus, Humanities International Complete, Dare Database -International Social Sciences Directory, EBSCO host, etc.)**
- ➢ **Monographs**
- ➢ **Chapter in Books**
- ➢ **Books Edited**
- ➢ **Books with ISBN/ISSN numbers with details of publisher Citation Index**
- ➢ **SNIP**
- ➢ **SJR**
- ➢ **Impact factor**
- ➢ **h-index**

List of Publications	
Name of Teacher (Department)	**Title of Paper, Journal, Vol., Page No., Year**
Dr. Sarbjeet Singh (Public Administration)	• Impact of Nutrition and Health education program of ICDS scheme on pregnant women, Baba Farid University Nursing ISSN 2277-9418,Vol 6,June 2014, PP 7-11. • Evolution of pre school education program of ICDS scheme in Barnala ICDS bloc of Punjab, Government and political studies , ISSN 0251-3056, Vol 36,September 2015, PP 90-101. • A study on Personal and Service profile of anganwadi workers, Asian journal of research in social science and humanities, ISSN 2250-1665, Vol 5, 2015, PP 39-42. • Evolution of nutrition and health education program of ICDS scheme in Barnala ICDS bloc of Punjab, Government and political studies , Dynamics of Public Administration ISSN 0975-3907 • Women's Health and ICDS in rural Punjab, Third Concept: An International journal of ideas, ISSN 0970-7247. • Role of Health In Development of women in Punjab through ICDS, Journal of Political Science, ISSN 0976-8254. • A study on Pre-School and supplementary nutrition programme of ICDS for children in Punjab, International Journal of Social Science, ISSN 2249-6637. • Study on supplementary nutrition ratio for women and children under ICDS rural Punjab Indian Journal of Economics and Development, ISSN 2277-5412

	• Challenges before national integration and communal harmony in India : A study on students perception, Journal of Political Science, ISSN 0976-8254 • Community participation in integrated child development services programme in rural Punjab, International Journal of Social Science • Impact of nutrition and health education of ICDS scheme on women in rural Punjab, Scholars journals of Arts, Humanities and Social Science, ISSN 2347-9493 • A study on co-ordination between headquarters and field level of delivery system of ICDS program , ISSN 2320-1738 • A study on Anganwadi workers in rural in ICDS block of Punjab, International journals of humanities and social science invention , ISSN 2319-7714. • Supplementary Nutrition Ration for children under ICDS In Punjab, International Journal of public health management, ISSN 2319-5509 • Taking care of children through integrated child development ICDS program, International Journal of research in social sciences, ISSN 2249-2496 • Impact of nutrition and health education on ICDS scheme on nursing women in rural Punjab, Indian journal of maternal and child health , ISSN 0970-8928. • A study on pre school education program for children under ICDS in rural Punjab, The international Journal of social sciences and humanities invention, ISSN 2349-2031. • A Study on infrastructure at Anganwadi centers in rural Punjab, Scholars Journal of Arts ,Humanities and Social Sciences, ISSN 2347-9493.
Dr Gurmit Kaur (History)	• Customary law muslim women and control of property in colonial Punjab, Women and Child Issues,294-309, ISBN- 978-81-302-0112-2 • Customary law and widow remarriage its implication and effects, Indian History Congress, 828-838, ISSN 2249-1937 • Finance of bride price and Dowry, Mainstreaming gender issues,527-531, ISSBN 978-81-302-0182-5 • Customary law and women rights in British Punjab , Punjab History Conference ,544-549, ISBN 81-302-0241-7 • Customary law and muslim women of British Punjab, Punjab History conference,265-270, ISBN 978-81-302-0072-9. • Impact of change in politics on women rights during British period with special reference to customary law ,Punjab history conference ,356-362, ISBN 9778-81-302-0128-3

Name of Teacher (Department)	Books With ISBN / ISSN numbers with details of publishers
Dr. Jagdeep Kaur (Punjabi)	• Darshan Singh Awara Kav Vich Vidroh,Lok Geet Parkashan Chandigarh, ISBN -81-7142-268-39 • Khol Kiwar,Lok Geet Parkashan Chandigarh, ISBN -81-7142-268-39 • Kani Kasak Lok Geet Parkashan Chandigarh, ISBN -978-93-5017-789-1 • Parwaz-e- Pankh, Lok Geet Parkashan Chandigarh, ISBN- 978-93-5017-787-7

Number of papers published by faculty and students in peer reviewed journals (National /International)

Name of Teacher	Name of Department	No. of papers published	Paper published in Peer reviewed Journals	
			National	International
Dr. Sarbjeet Singh	Public Adminisration	18	10	08
Dr. Gurmit kaur	History	07	07	--

3.4.4 Provide details (if any) of
   ➢ **research awards received by the faculty**
   ➢ **recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally**
   ➢ **incentives given to faculty for receiving state, national and international recognitions for research contributions.**

Principal of the College, Dr Ranbir Singh Kingra is a member of syndicate of Punjabi University, Patiala .. In the past, Dr. Ranbir Singh Kingra has also been honoured by numerous reputed awards.Mr. Sarbjeet Singh has been awarded as a Best Program Officer twice from Punjabi university Patiala .

3.5 Consultancy

3.5.1 Give details of the systems and strategies for establishing institute-industry interface?

The students of the institution are exposed to local industries within outside the campus with a view to give a practical exposure about the subject to the students. Besides, the students are asked to prepare project reports on different dimensions of industrial application in and outside the campus, which provides them with an opportunity to establish an interface with the industrialists.

3.5.2 What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?

The college provides consultancy services in the form of disseminating knowledge, academic information, and guidance to various sectors of the society on a non-remunerative basis. Academic expertise of individual faculty members is publicized through the college web site for accessibility to outsiders. The cell conducts counseling programmes and provides consultancy to the youth at different intervals of time within and outside the campus. The youth are informed through advertisements in leading state dailies. For instance, consultation is offered to the desiring students for establishment of Small Scale Units at pre and post investment stages.

3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?

➢ Based on the expertise and experience of the faculty members in different areas, the management deputes/recommends them as subject experts, resource persons, without monetary gain. The college motivates the staff to utilize their expertise for consultancy services through extension activities undertaken by various clubs and societies.

3.5.4 List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.

The Consultancy Services of the Institution benefit the universities, colleges and schools of the region as well as farmers of the nearby areas. The Principal of this institution is on the board of various bodies.

Broad Areas and Major Consultancy Services
The university makes use of the expertise of our faculty in various areas namely:
➢ As members of the Board of Studies
➢ As judges in various events / competitions organized at the university/ inter-college level
➢ As paper setters and external examiners
➢ As resource persons at various seminars

3.5.5 What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development?

N. A.

3.6 Extension Activities and Institutional Social Responsibility (ISR)

3.6.1How does the institution promote institution-neighborhood- community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?

Our college is fully awake to its social responsibility of producing responsible citizens. Our clubs and societies engage students in numerous community development programmes. The college has over the period of time created a networking which helps it to promote outreach and extension activities catering to the local needs and social issues. These activities are planned and executed through NSS and NCC units. Various Community Development Programmes, Health and Hygiene Awareness, Environment Awareness, Blood Donation Camps, Adult Education etc. The College always organizes different extension activities in and outside the campus throughout the year to engage the students in different community oriented activities to develop a sense of social responsibility, service orientation and holistic development of the students.

The College has active NSS unit, Red Ribbon Club (RRC), NCC wing, Red Cross unit.

The College has more than 100 volunteers of **NSS** unit with a faculty member as the Programme Officer. The **NSS** unit of the college has undertaken a large number of outreach activities for rendering service to the society. The chief projects which were undertaken - Physical, Mental and Spiritual Health, Awareness about Hygiene, Cleanliness of the village and surroundings, Demographic survey of the villages, Lectures on National Integration, Traffic Rules and Awareness about culture. The unit also organizes camps with mission - Tree plantation and save the earth.

Red Ribbon Club works for awareness building among the students and community people about HIV/AIDS. The club participates in quiz contest, poster gallery presentation, rallies, and awareness generating seminar / symposium on HIV/AIDS.

NCC, besides its goal of training students in discipline and combat, has also involved itself in social activities. Our cadets took part in various events at the State and National level. Cadets brought laurels to the institution and small arms is given along with parades holding to develop capacity among students to meet emergencies and natural disasters. They regularly participate in college parade and also participate in state level parades on Independence Day, Republic Day to develop a sense of national integration among students. They observe Flag Day annually on 7th December & distribute small flags to students & teachers and collect funds for the welfare .

3.6.2 What is the Institutional mechanism to track students' involvement in various social movements/activities which promote citizenship roles?

The college applies various approaches to motivate the students towards social service. For instance, certificates are awarded to the participants. Besides, the administration takes care of the provision of various incentives such as refreshment, conveyance, and other necessary facilities to enable the students to perform their roles to the best of their capabilities.

- ❖ The College encourages the students to involve in various social movements/activities through participation in numerous activities organized by NSS/RRC/NCC/.
- ❖ Students are encouraged to join any one of these extension activities
  - ➢ National Service Scheme (NSS)
  - ➢ National Cadet Corps (NCC)
  - ➢ Red Cross Club / Red Ribbon Club

by circulating a form after the admission. The regular activities and annual special camps are organized by the NSS unit wherein they learn to take up social responsibilities and become responsible citizen of the country. The NCC cadets are given basic military training in small arms and parades in special camps to develop overall qualities among the students and to make them useful citizens.

- ➢ All departments and different committees/ units/ wings organize a number of seminars/discussions. They also celebrate important days of national and international importance. Students are also motivated to participate in different seminars, workshops and discussions to give them exposure to current social problems and generate awareness regarding their roles and responsibilities in society.
- ➢ Students' committees help to organize departmental and institutional activities conducted during the year.

3.6.3 How does the institution solicit stakeholder perception on the overall performance and quality of the institution?

The College always solicits stakeholder perception on the overall performance and quality of the institution. The College gets feedback on its curricular, co-curricular and extra-curricular activities from the stakeholders, management and peers from academic circles visiting the College and in different meetings. The comments of eminent educationists and prominent personalities are evaluated and implemented as and when required. Regular meetings with Teachers' Council, different committees/units, HODs are conducted under the chairmanship of the Principal in which different issues about changes and development of the College are discussed. Progress of the students is monitored regularly and the performance of the student is communicated to parents through letters, phone calls. Students/alumni/parents/guardians are always free to put their suggestions to the Principal.

3.6.4 How does the institution plan and organize its extension and outreach programmes? Providing the budgetary details for last four years, list the major extension and outreach programmes and their impact on the overall development of students.

- ❖ **Institutional Plan**: The College has active NSS unit, RRC, NCC wing for organizing its extension activities and outreach programmes all over the year.
- ❖ **NSS**: There is a NSS advisory committee composed of Principal and Programme Officers for NSS activities. Besides, the unit has an annual thrust area plan circulated by the state NSS unit. Time to time prior discussions are held between programme officers and Principal of the college to chalk out the plan for its activities.
- ❖ **RRC**: The College has a Red Ribbon Club under Red Cross Club which is funded by Punjab Youth Services. The club works for generating awareness both in campus as well as in community about HIV/AIDS and its precautions. The club also has an advisory committee for planning and organizing its activities.
- ❖ **NCC**: The Associate NCC officer under the guidelines of state NCC directorate plans the regular activities and special camps.

> **Budget Allocation**: The College has no scope to allocate budget for organizing its extension and outreach programmes as university / state govt. does not provide funds for these activities except Punjab Youth Services that provides funding to Red Ribbon Club. All the activities are performed as per funds collected from the students. The funds generated from the students and expenditure incurred by the College for extending NSS, RRC, NCC, Red Cross activities during the last four years (2010-11 to 2013-14) are mentioned below:

	2010-11		2011-12		2012-13		2013-14	
	Income (in Rs.)	Expenditure Incurred (in Rs.)	Income (in Rs.)	Expenditure Incurred (in Rs.)	Income (in Rs.)	Expenditure Incurred (in Rs.)	Income (in Rs.)	Expenditure Incurred (in Rs.)
NCC	Self Financed							
NSS	27000	27030	27000	27020	27000	27021	27000	27015
Red Ribbon	2500	2520	2500	2507	2500	2510	2500	2502

Major extension and outreach programmes:

- ❖ **NSS**: The College has three units of NSS consisting of more than 200 volunteers working under the guidance of Programme officers from the faculty. The extension activities carried out under NSS instill the virtues of selfless service and integrity amongst the students. Every year a 7 days special day / night NSS camp is organized normally in winter break in any village to create a healthy rapport between the college and the community, where normally more than 100 NSS volunteers give their participation for improvement of living condition of the society.
  - ➢ In 2010 -2011, such camp was organized in village Nagal..
  - ➢ In 2011-2012, Camp was organized in village Karmgarh.
  - ➢ In 2012 -2013 Camp was organized in village Thulewal.
  - ➢ In 2013-2014 Camp was organized in village Hamidi.

- In addition to this, awareness rallies as awareness about AIDS, Female Feticides, Drug Addiction, Environment   by NSS department

- Every year NSS department organizes blood donation camp.

- ❖ **NCC**: The NCC unit of the college consists of 55 cadets. Apart from the routine NCC activities, the cadets are also involved in different extension activities and community services. They organize and participate in different extension activities like AIDS awareness rally, vigilance awareness, Tree Plantation, Blood Donation, environment awareness programmes, female feticide, dowry etc. Students are involved in these activities through the camps organized regularly by the NCC wing of the state from time to time. Detail are given below:

Camps Attended by NCC Cadets during 2010-11
- 4 Cadets attended C. A. T. camp from 25/06/2010 to 04/07/2010.
- 10 Cadets attended C. A. T. camp from 15/09/2010 to 24/09/2010.

Four Firing Camp Organised by 2NCC BN Chandigarh attended by 4 Girls Cadits.

- Basic Camp MarksmanShip.
- All India North Zone Shooting Camp.
- Firing Camp main.
- Firing Camp(CATC).

Camps Attended by NCC Cadets during 2011-12
- 3 Cadets attended C. A. T. camp from 25/06/2011 to 04/07/2011.
- 5 Cadets attended C. A. T. camp from 14/06/2011 to 23/06/2011.
- 25 Cadets attended C. A. T. camp from 25/09/2011 to 04/10/2011.
- 11 Cadets attended. C. A. T. camp from 15/10/2011 to 24/10/2011.
- 2 Cadets attended pre T.S.C. camp from 14/06/2011 to 23/06/2011.
- 1 Cadets attended T.S.C.(national) camp from 02/09/2011 to 13/09/2011.
- 1 Cadets attended pre RD,PreRD1 and PreRD2 and RD prade camp from 28/10/2011 to 02/02/2012.

Camps Attended by NCC Cadets during 2012-13
- 11 Cadets attended C. A. T. camp from 25/06/2012 to 04/07/2012.
- 26 Cadets attended C. A. T. camp from 11/09/2012 to 20/09/2012.
- 12 Cadets attended C. A. T. camp from 26/11/2012 to 05/10/2011.

Camps Attended by NCC Cadets during 2013-14
- 19 Cadets attended C. A. T. camp from 11/09/2013 to 28/09/2013.
- 03 Cadets attended C. A. T. camp from 20/12/2013 to 29/12/2013.
- 3 Cadets attended Army Attachment Camp from 13/01/2014 to 27/01/2014.

Camps Attended by NCC Cadets during 2013-14

- 06 Cadets attended. C. A. T. camp from 24/07/2014 to 02/08/2014.
- 10 Cadets attended pre RD / C. A. T. camp from 11/10/2014 to 20/10/2014.
- 03 Cadets attended. C. A. T. camp from 05/11/2014 to 14/11/2014.
- 01 Cadet attended D-CATC Inter group competition from 19/09/2014 to 28/09/2014

❖ **Red Cross / Red Ribbon Club Activities:**
➢ Red Cross team member of the College got the award for the various competitions. at the district level held at S.S.D College , Barnala for August , 14 -2014.Photography, Slogan competition and poster making bagged first position.
➢ Extension Lecture against the use of drugs and awareness against aids .

These activities positively lay impact on students' emotional, intellectual, social and inter-personal development. By working together with other individuals, students learn to negotiate, communicate, manage conflict and lead others. These programmes sensitize the student volunteers to the social issues and challenges of the lesser privileged sections of the society. This training equips them for real life situations and makes them more responsible citizens while taking part in these extension and outreach activities. Students understand the importance of critical thinking skills, time management, academic and intellectual competence. Involvement in these activities helps students to mature socially by providing a setting for student interaction, relationship formation and discussion. Working outside the classroom with diverse groups of individuals allows students to gain more self confidence, independence and appreciation for others. They learn to take up social responsibilities and become responsible citizen of the country.

3.6.5   How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/International agencies?

The college promotes the participation of students and faculty in NCC, NSS and other extension activities in the following ways:

At the time of admission, the admission committee encourages the students to take up extension activities of their choice and promotes participation in NCC, NSS, and other related activities.
➢ The prospectus disseminates information regarding all the clubs and committees to facilitate them in their choice of activity.
➢ This is supplemented by the counseling provided by the teachers of the Admission Committee.
➢ The college encourages students to take part in extension activities through:

- Notices on the Notice Board.
- Honoring the students for their achievements in NCC, NSS and other extension activities.
- Awarding 'Certificate of Merit' to student volunteers in recognition of services rendered.

3.6.6   Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society?

Extension activities give wide exposure to students on societal challenges, environmental issues, learning difficulties and prevailing injustices towards the less privileged and the marginalized. Consequently, they become empathetic and learn to approach issues objectively. These activities widen their horizon and help them come out of their comfort zone and see the other side of life. The College has organized some activities:

- Recognizing that women and children are one of the most vulnerable sections of society, the health and hygiene of women and children is given prime importance in the annual camps conducted in villages by the NSS units, Free medical camps and awareness programmes on AIDS and other health related issues sensitize women and bring them out of their ignorance.
- The College organized various extention lectures on Career Guidance and Personality Development.
- College organizes a Seminar on the role of youth in nation building.
  .

3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students' academic learning experience and specify the values and skills inculcated.

The extension activities experience followed by guided reflection enhances their social commitment together with personal, civic and academic learning. The service experience inculcates the following values and skills in them

- Learning to work together
- Careful use of resources
- Understanding one another
- Value of the family system
- Accepting people as they are
- Teaching skills
- Cooperation
- Enhanced communication skills

These activities help students to realize that they learn about themselves, understand others better and become instruments for social change. Moreover their self-esteem gets enhanced and this brings about an attitudinal change transforming their personality. The dynamism of team work and relationship building are the main values imbibed through outreach activities.

One other objective of these programmes is to make the students realize that one does not do social service, rather academic learning is reinforced through service. The number of projects undertaken by students in their academic study that is based on social issues is a testimony to the fact that this objective has been met to a large extent. This exercise makes the student grow into a balanced, sensitive and intelligent human being willing to reach out to those who are less privileged.

3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?

The College and local community share a very good report and are in constant touch with each other. Besides, public representatives, expert doctors of local hospitals, various departmental officials, RRC, NGOs help the college with their expertise time to time on various extra-curricular and extension and outreach activities/programmes of the College. The College organizes Social Awareness Programmes, Health Care Programmes and environment friendly initiatives to ensure the involvement of the community in its reach out activities and contribute to the community development. Some of the major initiatives undertaken by the College involving various communities are as follows:

- Awareness Programmes: Doctors from different hospitals are invited for awareness lectures on Drug Abuse, HIV/AIDS and Healthy Living.
- Environment Friendly Initiatives: Environmentalists are invited for organizing sensitization programmes on the need to protect the environment and generate civic sense among the people. Tree Plantation is a regular feature of the college.
- Blood Donation Camps are organized annually.
- In NSS camps, students work in the adopted village and conduct Literacy Campaign and spread awareness amongst villagers regarding social evils like dowry, female feticide and child marriage etc.
- Professionals from all fields like doctors, social activists, Personnel from Police department share their experiences, knowledge about community service through guest lectures to our students.

3.6.9 Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.

College makes special efforts in establishing constructive relationships with other institutions of the locality in working on various outreach and extension activities.

3.6.10 Give details of awards received by the institution for extension activities and / contributions to the social/community development during the last four years.

- The NCC cadets have participated in the state as well as national level camps. Many of them has won prizes and received recognitions for their active participation

Best Achievements bagged by the cadets

Cadet No.	Name	Designation	Year
PB/SW/09-48701	Ramandeep Kaur	SUO	2010-11
PB/SW/09-48702	Parwinder Kaur	SUO	2010-11
PB/SW/10-48767	Pardeep Kaur	SUO	2011-2012
PB/SW/11-48757	Jasvir Singh	UO	2012-2013
PB/SW/11-48764	Gagandeep Singh	SUO	2012-2013

3.7 Collaborations

3.7.1 How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives - collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.

At present the College has no official collaborations with research laboratories and industry for research activities.

3.7.2 Provide details on the MoUs/ Collaborative arrangements (if any) with institutions of national importance / other universities / industries / Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.

The institution is ever ready to collaborate with various bodies for the benefit of the beneficiaries such as students, faculty, local community etc.

➢ NSS unit regularly organize camps in the remote areas in collaboration with the local Panchyat of particular villages.

3.7.3 Give details (if any) on the industry-institution-community interactions that have contributed to the establishment/creation/up gradation of academic facilities, students and staff support, infrastructure facilities of the institution viz. laboratories / library / new technology / placement services etc.

At present the College has no official industry-institution-community interactions.

3.7.4 Highlight the names of eminent scientists/participants, who contributed to the events, provide details of national and international conferences organized by the college during the last four years.

Various seminars have been organized over the past four years with well-known scientists/participants gracing the occasions. The details are as follows:
   ❖ National Conference on An Innovative Approach of An Ideal Teacher on March 13-15, 2014
   ➢ Dr.Gurpreet Singh Toor ,SSP Ropar.
   ➢ Dr.Harjinder Singh Walia, Punjabi University Patiala.
   ➢ Dr.Sherdev Singh Gill, Principal,Malwa College ,Bathinda

3.7.5 How many of the linkages/collaborations have actually resulted in formal MoUs and agreements? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated.

   ❖ **Curriculum development / enrichment**
   Ours being affiliated college of Punjabi university has no freedom to frame its own curriculum. Curriculum exclusively designed by the Punjabi University is implemented by our institution.
   ❖ **Internship / On-the-job-training   Nil**
   ❖ **Summer Placement   Nil**
   ❖ **Faculty exchange and professional development**
               ➢ Our College faculty members attend various workshops, conferences and seminars in other institutions and write papers for the development of professional and specialized knowledge. A few of the faculty members have also attended UGC-sponsored orientation and refresher programmes organized by the Academic Staff College, Punjabi University.
   ❖ **Research   Nil**
   ❖ **Consultancy   Nil**

❖ **Extension**
  ➢ Through the vast range of extension activities like NSS, NCC, the college tries to inculcate a spirit of social service among its students.
❖ **Publication**   **Nil**

3 .7.6 Give detail on the systematic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/collaborations. Any other relevant information regarding Research, Consultancy and Extension which the college would like to introduce.

The College is trying to make systematic efforts in planning, establishing and implementing the initiatives of the linkages and collaborations. The college plans and establishes the linkages/collaborations with State, local bodies, industries to boost Research, Consultancy and Extension task in the college.

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

4.1   Physical Facilities

4.1.1   What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?

In order to provide the best possible education to the students, the College has strong infrastructural policy to create and enhance the infrastructure that facilitates effective teaching and learning. The Management has a positive approach for the development of Infrastructure facilities and offers funds for the development as per the need. The infrastructure facilities were created with a motto of developing an institution that can offer better facilities than the colleges in the surrounding areas for effective teaching and learning processes.

The College has built up excellent infrastructure and learning resources over the last forty-three years of its existence. Its campus has two large main buildings that accommodate the administrative office and the academic departments, lecture halls and laboratories.

The facilities are being regularly upgraded as per the requirements of the departments.

For the creation and development of facilities the college follows a policy such as:
- ❖ Every department analyses its needs every year for the next academic session.
- ❖ The departments calculate the estimated cost and prepare proposals.
- ❖ There are various purchase committees in the college.
- ❖ This proposal is discussed with the concerned purchase committee in the presence of the principal.
- ❖ Committee approves or disapproves the proposal and sanctions the budget if required.
- ❖ Any purchases for development activities are carried out in a systematic manner by calling for quotations, calling purchase committee meetings for technical and commercial negotiations etc. before the final procurement.

4.1.2 Detail the facilities available for

a) **Curricular and co-curricular activities - classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal house, specialized facilities and equipment for teaching, learning and research etc.**

b) **Extra-curricular activities - sports, outdoor and indoor games,Gymnasium, auditorium, NSS, NCC, cultural activities,   Public speaking, communication skills development, yoga, health and**
hygiene etc.

- ❖ **Curricular activities:** College has adequate infrastructure for curricular activities. Details are mentioned below:

Classrooms	19 (at times the labs are also used as classrooms)
Seminar Halls	1
Auditorium	under construction
Library	Spacious Library with reading hall.
Music Room	1

Laboratories:

Department	No. of Laboratories	No. of Research Laboratories	No. of Computer Laboratories	No. of Workshops
Computers	2	-	-	-
Physical Education	1	-	-	-

- ❖ **There are 2 lawns for U.G block and 2 for P.G block.**

- ❖ **Extra-curricular activities**- sports, outdoor and indoor games, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, health and hygiene etc.

   College is well and truly involved in extra-curricular activities. Students participate in various sports competitions organized in the campus as well as off campus. Every year sports meet is organized in the college for students of all the streams. College students have achieved many meritorious positions in the various sports competitions at university level, state level as well as national level.

- ❖ **Sports: Outdoor Facilities**
    - ➢ 2 Sports grounds
    - ➢ Track & field marking
    - ➢ Football ground
    - ➢ Volleyball ground
    - ➢ Basketball ground
    - ➢ Kho-Kho ground

- ❖ **Sports: Indoor Facilities**
    - ➢ Swimming pool (under construction).

- ❖ **Cultural Activities:** College participates as well as holds competitions in cultural activities like Dance, Drama, Debate, Declamation, Music, Painting, Elocution, Poetical Recitation, Flower Arrangement, Mehndi and many other activities. Every year college organizes a 4 day "Talent Hunt" function in which the above mentioned activities are organized. Winners of these competitions get the chance to participate in youth festivals. Our college bags a considerable number of prizes in the zonal level youth festivals as well as inter-zonal youth festivals. For all these activities, the following facilities are provided:

    - ➢ Auditorium(under construction).
    - ➢ One seminar hall.
    - ➢ Lawns

4.1.3 How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of facilities developed/augmented and the amount spent during the last our years (Enclose the Master Plan of the Institution / campus and indicate the existing physical infrastructure and the future planned expansions if any).

College has adequate infrastructure for various academic activities. It has 19 class rooms, laboratories, seminar hall. While preparing time table, students are divided in various sections. Appropriate numbers of students are allocated in each section. The classrooms are optimally utilized. Labs are also used as classrooms if and when free to utilize them optimally.

- ❖ **Master plan of the college is attached herewith (See Annexure - III).**

- ❖ **Present physical infrastructure of the college:**
    - ➢ The College is established in 1972, spread over an area of 12 acres. The college has huge complex comprising separate blocks for

Physical Education, Administrative Block, Library, Canteen, Staff-room, NSS, NCC, etc. The college has a a Stationery Shop on its campus.

➢ In addition to the huge building complex, the college has two large playgrounds, one in front of the college and the other inside for KHO-KHO.

➢ There is one music room in the college.

➢ For girl students there is a common room to provide them a free and frank atmosphere. It has been provided with various facilities to enable the students for their all-round development.

➢ The College has a vast network of infrastructure facilities considered essential for the academic growth of thestudents.

➢ The library is equipped with 20000 books, subscribe to Journals/periodicals and numerous newspapers. A. C. fitted reading room is the pride of our college library. The functioning of the library is fully automated.

Future planned expansions:

➢ Construction of auditorium and swimming pool.
➢ To strengthen e-resources in library.
➢ Establishment of network resource center.
➢ To construct separate reading hall in library.
➢ Online procedure for internal examination.
➢ To develop smart class rooms.
➢ Wi-Fi campus.
➢ Strengthening departmental libraries.
➢ To organize on-campus faculty enrichment programmes.

4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?

In order to cater to the needs of differently-abled students

❖ Adequate infrastructural facilities are provided so that they don't feel any physical obstruction blocking their way.

❖ During examinations (both terminal and annual), such students are accommodated on the ground floor.

❖ While framing the time table and examinations, special care is being taken.

4.1.5 Give details on the residential facility and various provisions available within them:

❖ **Hostel Facility- Accommodation available**
❖ **Recreational facilities, gymnasium, yoga center etc.**

- ❖ **Computer facility including access to internet in hostel:**
- ❖ **Facilities with medical emergencies**
- ❖ **Library facility in hostel**
- ❖ **Internet and Wi-Fi facility**
- ❖ **Recreational facility- common room with audio, visual equipments**
- ❖ **Available residential facility for the staff and occupancy**
- ❖ **Constant supply of safe drinking water**
- ❖ **Security**

NA

4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?

Students are provided medical assistance by the College as required according to the circumstances.

4.1.7 Give details of the Common Facilities available on the campus-spaces for special units like IQAC, Grievance Redressal unit, Women's Cell, Counseling and Career , Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.

- ➢ IQAC: The meetings of the IQAC are held regularly in the college in the Principal's Office to ensure smooth functioning of the college. The suggestions for improvement are invited from the staff. Suggestions are invited from the students through suggestion box placed outside the Principal Office.
- ➢ Grievance Redressal Cell exists in the college and meetings are held in the Principal's Office. A feedback is taken from students. Suggestion boxes have been installed in the campus for the students, teachers and non-teaching staff. Best suggestions are rewarded. Counseling of the students is done and their grievances are redressed on personal basis.
- ➢ Women's' Cell organizes various activities like seminars, workshops, guest lectures, talks to sensitize the students on gender issues.

- Counseling and Career Guidance, Placement Cell exists in the college. A number of seminars/workshops are organized to make the students aware of the job market, its demands and latest trends. The students are groomed and trained to write a CV, and face an interview etc. Recruitment drives are organized in the college campus regularly and students get selected in the various companies.
- Outdoor sports facilities are provided through sports incharges where by students can continuously practice in sports ground.
- Safe drinking water facility is available in the college. Water coolers with water purifiers are installed in each block of the college building.
- Facilities for the staff: Well furnished staff room have been provided with pigeonholes for teachers

4.2 Library as a Learning Resource

4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?

YES, the college has a Library Advisory Committee, comprising of the four senior faculty members of the college.

4.2.2 Provide details of the following:

- Total area of the library (in Sq. Mts.) : 200
- Total seating capacity : 100
- Working hours (on working days, on holidays, before examination days, during examination days, during vacation):
  - Working days : 7 hrs. (9.00 AM to 4.00 PM)
  - Holidays : Closed
  - During vacations : 5 hrs. (8.00 AM to 2 PM)
  - During exam days : 7 hrs. (9.00 AM to 4.00 PM)

❖ **Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources):**

There are tables in the reading hall which are partitioned so that individuals can study without interruptions from the adjoining students. There is a discussion room in the library where students can discuss their topic while studying. Reading hall is provided in the library for students. There is a separate reading room for staff. Books are open for access. Students can browse these required books. There is a reference section in the library where reference books are kept. These books are not issued, but students or staff can use these books in this reference room. There is a separate section for 'book bank'. From book bank, books are issued to the poor and needy students for the whole session. Old magazines and newspapers are put in store room for later access.

4.2.3 How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.

Library Holdings	Books Added				Expenditure (in Rs.)			
	2010-11	2011-12	2012-13	2013-14	2010-11	2011-12	2012-13	2013-14
Text Books	1162	125	225	315	471240	21171	10522	156212
Journals/ Periodicals/ News Papers	In this context the library houses, 25 journals / periodicals and 10 News Papers				8758	7295	5624	8817
e-resources	NA							
Any other (specify)	The library is automated with MY LIBRARY				**Rs. 10,000**			

4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection

    ❖ **OPAC**: No
    ❖ **Electronic Resource Management package for e-journals**: No
    ❖ **Library automation:** The library is automated with MY LIBRARY
    ❖ **Total number of computers for public access:**
    ❖ **Total numbers of printers for public access:**
        Printing facility is not available to the students.

❖ **Internet band width/ speed:** 2 Mbps
❖ **Institutional Repository:** No
❖ **Content management system for e-learning:** No
❖ **Participation in Resource sharing networks/consortia (like Inflibnet):** No

4.2.5 Provide details on the following items:

➢ **Average number of walk-ins**: around 300
➢ **Average number of books issued/returned** : 80-90
➢ **Ratio of library books to students enrolled:** 08
➢ **Average number of books added during last three years:** 2602
➢ **Average number of login to opac (OPAC):** N.A
➢ **Average number of login to e-resources:** N.A
➢ **Average number of e-resources downloaded/printed:**
  Printing facility is not available for students but they can download and copy their files to be printed later on.
➢ **Number of information literacy trainings organized:** NIL
➢ **Details of "weeding out" of books and other materials:**
  Every year the books which are unserviceable/torn/out of syllabus/ obsolete are weeded out from the library. Books which are missing for the last 3 years are written off with the consent of the principal. Proper record is maintained of weeded out and written off books.

4.2.6 Give details of the specialized services provided by the library

➢ **Manuscripts:** None
➢ **Reference:** On demand
➢ **Reprography:**
  Reprography facility is available in the library in the form of photocopy machine. College has contract with a vendor to provide photocopy facility in the library.
➢ **ILL (Inter Library Loan Service):** Nil
➢ **Information deployment and notification**
  There are notice boards in the library. Information about various job vacancies, admission alerts, thoughts, news paper

cuttings etc are displayed on these notice boards for students.

- ➢ **Download:** Yes
- ➢ **Printing:** No
- ➢ **Reading list/ Bibliography compilation:** No
- ➢ **In-house/remote access to e-resources:** No
- ➢ **User Orientation and awareness:** No
- ➢ **Assistance in searching Databases:** No
- ➢ **IUC facilities: No**

4.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the college

- ➢ Library staff is always there to help the users. Following supports are provided by the library staff:

- ➢ How to search the information .
- ➢ Help check the availability of books or to search particular document from the shelves.
- ➢ Awareness services on current issues/ jobs etc.

4.2.8 What are the special facilities offered by the library to the visually/physically challenged persons? Give details.

Library attendants help such students to get books from ground floor.

4.2.9 Does the library get the feedback from its users? If yes, how is it analyzed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analyzed and used for further improvement of the library services?)

Feedback from the students is taken in the form of suggestion box place outside office. The library committee analyzes the things and the changes required are made accordingly.

4.3   IT Infrastructure

4.3.1   Give details on the computing facility available (hardware and software) at the institution.

➢ Number of computers with Configuration (provide actual number with exact configuration of each available system)

Items	Specification	Qty.
Department of Computers	Assembled, P-IV 1.8 GHz, 128 MB RAM, 160 GB HDD	24

Account Office and Clerical office	Assembled, P-IV 1.8 GHz, 128 MB RAM, 160 GB HDD	03
Library	Assembled, Dual Core, E2160, 1.80GHz, 512MB RAM, 500 GB HDD	01

4.3.2   Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?

Internet facility is available in Computer departments having computer labs, library, administrative block, where staff and students can access internet according to their requirements.

4.3.3   What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?

➢ The institute intends to upgrade IT infrastructure and associated facilities by purchasing of New Hardware as well as software for different departments/offices.

> ➢ Up gradation is done by replacing the old systems with new ones or old systems are upgraded with latest configuration whichever is possible. The College purchases new systems with latest technology according to the requirement
>
> ➢ Various departments have internet plan(BSNL Broadband 3Mbps line) with Wi-Fi facility, The College has Wi-MAX connection for better connectivity

4.3.4 Provide details on the provision made in the annual budget for procurement, upgradation, deployment and maintenance of the computers and their accessories in the institution (Year wise for last four years)

The college allocates funds for procurement, up gradation, deployment and maintenance of the computers and their accessories .The annual budget for the last four years is as follows:

Details of the budget allocated during the last four years

Year	2010-11	2011-12	2012-13	2013-14
Budget for computers (in Rs.)	661195	10500	4160	105460

4.3.5 How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students?

> ➢ The College has sufficient infrastructure i.e. computers, printers, scanners, which the staff can utilize any time to prepare their course material/lectures.
> ➢ College has Seminar Room.
> ➢ The computer faculty is always available for any need based assistance in the use of ICT.
> ➢ The faculty is encouraged to use power point presentations for delivering lectures and technical talks.
> ➢ Internal assessment and University marks are software based.
> ➢ Internet access to all faculty and students helps them to access journals
> ➢ YouTube videos are used by the faculty members to demonstrate lectures.
> ➢ In the departmental seminars delivered by students, they are encouraged to use latest methodologies for their presentations.

- The College has sufficient infrastructure i.e. computers, printers, scanners, and LCD Projectors which the staff can utilize any time to prepare their course material/lectures.
- Students are to prepare various assignments and seminars given by teachers
- Students use internet to search study material and latest developments for their relevant topics.
- Students watch online videos to understand their topics.
- They use ICT resources to prepare their seminars and assignments.
- They use LCD projectors to deliver their seminars.
- In all the above, teachers guide the students and provide the necessary facilities.

4.3.7 Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?
NO

4.4 Maintenance of Campus Facilities

4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and up keep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?

The institute plans and executes the allocation and utilization of funds in a systematic and organized way. The requirement of each department is ascertained and consolidated, and basing on this estimate after a thorough analysis, budget is allocated various purposes.

Expenditure incurred for maintenance of various facilitates developed for the last 4 years is as follows:

Sr. No.	Description	Expenditure Incurred (in Rs.)			
		2010-11	2011-12	2012-13	2013-14
1	Buildings	311220	Nil	7318285	3593214
2	Computers	667645	10500	4160	105460
3	Furniture	92198	Nil	71878	120272
4	Other if any	175782	105032	332640	362057

The Purchase committee and the Bursar watch over the optimal utilization of Budget allocated for various activities. The procedure for budgetary allocations is well drawn out involving the Management, Principal, Bursar, and the Respective Heads of the concerned Departments, Purchase Committee and the Accounts Department. During the Annual Budget meeting the budget is allocated for various activities.

- ➢ Un Aided Post Fund is used for payments of salaries of Ad-hoc temporary staff members along with employees under courses of self financing scheme.
- ➢ GF (General Fund) is used for paying water and electricity funds, arranging College functions and meeting the expenditure incurred on furniture fixtures, etc.
- ➢ Grant-in-aid is used by contributing 5% (by the College) for disbursing salaries.

- ➢ SAF (Student Aid Fund) is used for the general development of the students/ prizes/ scholarships, etc.
- ➢ AF (Amalgamated Fund) is used for books, seminars and sports. It is used for the construction and maintenance of the buildings funds. These are also used for the promotion of sports and other organizational activities.

4.4.2 What are the institutional mechanisms for maintenance and up keep of the infrastructure, facilities and equipment of the college?

The College has a vast network of infrastructural facilities available for its staff and students. There are employees on permanent and contractual basis who maintain the infrastructure of the College. The additional technical assistants /helpers for up keeping, cleanliness and maintenance are also hired on need basis. There is a Cleanliness and Beautification committee comprising of the teachers, students and the non-teaching staff and areas of the College are divided among them and they are in charge of the beautification and cleanliness of that area. Any repair and renovation work is also suggested by the committee and action is taken after the approval of the committee.

The Environment Society and the Green Club along with the NSS workers plant saplings during the rainy season. The hard work of the sweepers and the creativity of the gardeners are the reason behind the well maintained lawns, athletic tracks and garden/courts for various games. The maintenance and repair of the infrastructure is taken into account by the College on regular basis in a systematic way.

- The staff under the supervision of concerned Heads regularly maintains the laboratory equipments.
- The internal stock verification and audit of the various departments is done on regular basis.
- The library also keeps check on the books issued, returned, damaged or to be weeded out.
- The upkeep and maintenance of the computers/ labs is a continual process.
- Plumbing, electrical fittings, repair of furniture, cleaning of water tanks is also carried out whenever required by maintenance Committee
- Permanent staff is appointed for cleaning the College campus, the classrooms and the wash rooms daily.

The annual maintenance of the equipment's in all labs is done during the summer vacation every year. The technical and non-teaching staff is engaged in this activity and they ensure that all equipments are functioning well and also seek external expertise if needed during the period. This ensures that teaching-learning process is run smooth in all aspects throughout the year. The stock verification is also done during the same
period to help identify the non working equipment and suggest necessary replacements. Regular cleaning and upkeep of the equipment is overseen by the faculty members who are the in-charges of the laboratories. The annual budget and allocation of funds and regular monitoring of utilization of funds for maintenance ensures upkeep of the infrastructure in the institute.

4.4.3   How and with what frequency does the institute take up calibration and other precision measures for the equipment/ instruments?

- The calibration process is taken up by each department for various equipments as per the time frequency suggested by the supplier. Historical data of each equipment is maintained in the labs where in the measured values are compared with earlier measured data and also with the standard values
- As and when the instrument breaks down it is repaired. Every year at the time of stock taking, committees are formed and each and every equipment/instrument is checked and if it is found beyond repair then it is written off.

4.4.4 What are the major steps taken for location, up keep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?

➢ The generators available in the institute help in continuous power supply without any hindrance.
➢ The computer systems and other sensitive equipments are provided with UPS systems so that power failure does not cause any damage.
➢ All precautions are taken to protect the precision equipments by providing voltage stabilizers and individual MCB's. Covers are provided where-ever needed to keep the sensitive equipment in dust free environment.
➢ Continuous water supply is ensured through **bore-wells** available in the college and **4 RO** systems at different segments of the college**.**

There is a caretaker in the College who is responsible for the upkeep and maintenance of the building and electricians, plumbers, technicians and overseers are appointed as the requirement. The computers in the computer department are maintained by the staff or help is sought from external agencies. The College uses its own funds to maintain its infrastructure. UGC grants are also useful for maintenance purpose.

CRITERION V: STUDENT SUPPORT AND PROGRESSION

5.1 Student Mentoring and Support

5.1.1 Does the institution publish its updated prospectus/handbook annually? If 'yes', what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?

Yes, to cater the needs of the students the college publishes its updated prospectus annually containing **Vision**, **Mission** and **academic information**, in brief regarding academic faculty, subject combinations available, code of conduct of the institution, library rules, academic calendar etc are stated in the prospectus. **A copy of prospectus is enclosed**. Besides this the prospectus contains the history of the college, accomplishments, administration, list of faculty members department-wise, information of the various centres, academic and co-curricular programmes, rules and regulations, different offices and their functions, fee details, prizes and student scholarships. This is a ready reference for students and they are encouraged to bring it with them to college every day.

The application form is also available at the college website. Various details regarding the versatile functions of the college, course necessities various offices and their responsibilities and support systems available are provided to students every year through the prospectus. This creates ample opportunities for students to identify courses of more value in the current educational scenario. All information that the students need regarding their college life is modified every year and given to all students.

5.1.2 Specify the type, number and amount of Institutional scholarships/freeships given to the students during the last four years and whether the financial aid was available and disbursed on time?

The mission of the college is to pass on holistic education to youth of the area from all strata of society. Considering the socio-economic status of the students, various scholarships are given as **Management Scholarship, Freeships, Sports scholarship .** The justifiable candidates are recommended by the respective departments. The counseling helps the students apply online for Government Scholarships (Fresh application & Renewal of Scholarships), forwards applications of eligible students and takes care of the disbursement of Scholarship to students. The scholarship committee consisting of the **Principal, Vice Principal and two or three senior faculty members** scrutinize the recommendation given by the departments and select the candidates forthe award of the scholarship. The committee also decides the scholarship amount for the UG and PG.

> Children of staff members studying at GGS College are waived from management fee.
> Free ships and Scholarships are also given to needy Sports Students.
> A special fund has been generated to assist the financially weak students.

5.1.3 What percentage of students receives financial assistance from State government, Central government and other National agencies?

The college students continuously get finance assistance from State government which proves real backbone of student' education progression. Below given data is indicator that an average of **15-20%** student receives State government financial assistance.

Source			Percentage of students receiving financial assistance			
			2010-11	2011-12	2012-13	2013-14
State Government			18.82 % (131/696)	29.66 % (318/1072)	36.69% (495/1349)	26.85% (558/2078)
Other National Agencies	Centre Government	Minority Students	--	--- --	02	--- -- ---
			--	--	--	--
	Other agencies	Rastriya Sanskrit Sansthan	---	---	02	---
		Smt. Shashi Ahuja Charitable Trust	12	02	02	05
B. A.-II	College		89	113	68	83
	University	Poor & Brilliant	---	01	---	---
		Sports	---	01	---	---
	State Government	SC	32	34	40	62
		OBC	12	26	33	25
	Centre Government	Minority Students	---	03	---	---
	Other agencies	Rastriya Sanskrit Sansthan	---	---	01	---
		Smt. Shashi Ahuja Charitable Trust	07	04	01	---
B. A.-III	College		105	56	72	49
	University	Handicapped	---	---	---	02
	State Government	SC	39	26	32	28
		OBC	20	08	22	19
	Centre Government	Minority Students	01	03	---	---
	Other agencies	Rastriya Sanskrit Sansthan	---	---	02	---
		Smt. Shashi Ahuja Charitable Trust	04	09	03	02
		SGPC	---	---	---	01

5.1.4 What are the specific support services/facilities available for

> **Students from SC/ST, OBC and economically weaker sections**
> **Students with physical disabilities**
> **Overseas students**
> **Students to participate in various competitions/National and International**
> **Medical assistance to students: health centre, health insurance etc.**
> **Organizing coaching classes for competitive exams.**
> **Skill development (spoken English, computer literacy, etc.,)**
> **Support for "slow learners"**
> **Exposures of students to other Institution of higher learning/ corporate/business house etc.**
> **Publication of student magazines**

Students from SC/ST, OBC and economically weaker sections
- ➢ SC/ST and other minority students are given awareness about the scholarships and privileges available to them - like the Higher Education Special Scholarships available for SC/ST students.
- ➢ They are given scholarships according to permissible rules in the form of fee concession.
- ➢ Reservation policy is followed in letter and spirit.

Students with physical disabilities
- ➢ The physically challenged students are given facilities such as ramps at ground floor.
- ➢ These students are given rooms near washrooms in the hostel.
- ➢ They have peers to take care of them, escort them to their classes and help them in their studies.
- ➢ During examinations (both terminal and annual),such students are accommodated on the ground floor.
- ➢ While framing the time table and examinations, special care is being taken.
- ➢ College takes special efforts to enable physically challenged students to secure Government freeships.
- ➢ Visually challenged students have a provision for scribes from the college during tests and examinations

Overseas students
- ➢ No overseas student stands enrolled in the institution.

Students to participate in various competitions / National and International
The career counseling cell of the college guides the students for participation in various national and international competitions etc. The Career Counseling Cell in collaboration with outside agencies organizes series of programmes to guide the students for participation in various competitions, entrepreneurship, professional skill learning etc. It is a matter of pride that different departments guide students regarding different courses. Our Bhangra Folk Dance team bagged the Inter-University first position during session 2014-15 .

Medical assistance to students: health centre, health insurance etc.
Students are provided medical assistance from the College as per the circumstances.

Organizing coaching classes for competitive exams
- ➢ The college does not provide coaching for competitive exams.

- ➢ The college library provides various books and magazines.
- ➢ Computers with net facility are provided.

Skill development (spoken English, computer literacy, etc.)
- ➢ Remedial coaching classes for UG SC/ ST/OBC especially students by Department of English.
- ➢ Grammar and Composition competitions for BA 1ˢᵗ year students
- ➢ The College has sufficient infrastructure i.e. computers, printers, scanners, and LCD Projectors which the staff can utilize any time to prepare their course material/lectures.
- ➢ Students are to prepare various assignments and seminars given by teachers.
- ➢ Students use internet to search study material and latest developments for their relevant topic.
- ➢ Students watch online videos to understand their topic.
- ➢ They use ICT resources to prepare their seminars and assignments.
- ➢ In all the above, teachers guide the students and provide the necessary facilities.
- ➢ Students are encouraged for group discussions and recapitulation of things discussed with a particular stress on use of English.

Support for "slow learners"

These students are being given additional input like practices of basics of lacked subject, extra classes for difficult subjects after the college working hours and on odd Saturdays. Many motivational lectures are organized for the students.

Exposure of students to other institution of higher learning/ corporate/business house etc.
- ➢ The students are encouraged to attend national and international seminars workshops and symposium, conducted at various colleges & universities Guest lectures by eminent speakers are organized help the students to keep pace with the recent developments in their subjects.
- ➢ Industrial visits also help them keep in touch with the latest developments.
- ➢ Organizing coaching classes for competitive exams
- ➢ Educational and Historical Trips are organized.

Publication of student magazines

The College magazine **Gobind Gaurav** is published annually and it serves as a platform for the exhibition of the creative potentialities of the students.

5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts.

Keeping up the tradition of holistic approach towards the youth not only providing them inner strength, the institute always strives to inculcate spirits for livelihood.

The institution encourages and develops entrepreneurial skills among the students by creating awareness among them through career counseling, seminars, conferences, workshops and debates. These efforts result in creation of interest among the students to establish their own small scale enterprises with the financial assistance from central and the state Govts.

5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co-curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc. additional academic support, flexibility in examinations special dietary requirements, sports uniform and materials any other.

With the over active social media, cultural and sport activities for students are becoming unessential. Hence to generate a full of life interest among students, certain distinctive and well planned efforts are made at college to motivate each of them for consequential involvement in such activities. The college has many units like Red Ribbon Club, NSS unit, NCC. The students are encouraged to take part in cultural and extracurricular activities like sports, games, debates, social services, etc. Various facilities are being provided to them, e.g, there is a big playground where all the facilitiesare being provided by the college for games like Cricket, Football, Volleyball, Basket Ball, Discuss Throw, High Jump, Long Jump, Hockey, Kabaddi etc.

Two Days **Annual Athletic Meet** has been an annual feature and it is certainly a unique and well intended effort made at the college level to motivate each of the students for meaningful involvement in sports. It is open for all students to participate in the said event. It is compulsory for all the college students to attend the Annual Athletic Meet which encourages student participation in sports.

The Interdepartmental/Intramural cultural meet is a mega event when all the departments are involved in exhibiting their skills and talents. A vast majority of students from different departments exhibit their talent in the **Talent Search** . Master specialists of various cultural activities are invited to train and judge the aptitude of the contests.

Departmental Societies regularly hold **Quiz, Debates and Discussions.** *Inter and Intra classes* **Quizes, Debates and Discussion competitions** are organized. Selected team of quiz is sent every year in Zonal and Inter Zonal Youth Festivals.

Additional academic support Flexibility in examinations
> ➢ Exemption from the internal tests and attending classes during the tournaments.
> ➢ Re-test is carried out for respective students
> ➢ Remedial and Make-up classes are conducted.
> ➢ Flexibility in attendance requirements to enhance participation in various cultural events outside college.

Special dietary requirements
Special diets are available in the canteen for sports, participants of zonal and inter zonal persons to meet their special needs.

Sports uniform and materials
Sports kits are provided.
> ➢ Sports material for Cricket, Hockey, Volley Ball and Archery etc. is provided.

5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR-NET, UGC-NET, SLET, ATE/ CAT/ GRE/ TOFEL/ GMAT/ Central/ State Services, Defence, Civil Services, etc.

The college takes adequate measures to prepare students for civil services exams, and UGC-CSIR-NET/SET exams providing adequate reading material, guidance at times and by holding discussions on different topics.

Sr. No.	Department	No. of Students Qualified NET	No. of Students Qualified GATE	No. of Students Qualified CDS	No. of Students Qualified PCS
1.	Punjabi	03	-		
2.	**Public Admins**	02	-	-	01
3.	Political Science	01	-	-	-

5.1.8 What type of counseling services are made available to the students (academic, personal, career, psycho-social etc.)

The college authorities always feel pleasure in creating an ambiance in which a student could be conscientious and painstaking individuality and their own hale and hearty idealistic surroundings is encouraged. Our guiding principle is to lay stress on the importance of student accomplishments as well as to bring out their potential in co-curricular challenge and add those elements which are essential for student escalation

- ➢ **Academic**

  The institute provides regular counseling to the students to address issues relating to their academic shortfall and obstacles. The **Academic Staff Council** looks after their academic requirements and makes arrangements for remedial and tutorial classes.

- ➢ **Personal**

  The staff members perform regular interaction with the students placed under their mentorship at a one-to-one level. The students are encouraged to share their personal problems and a friendly environment is provided to make them comfortable to share their personal problems. The secrecy is maintained for personal information and necessary corrective steps are being taken in consultation with a committee of senior staff, thereby addressing personal problems. Students are conditioned psychologically when they stay in Hostels. They are given home like feeling in the Hostels. Various seminars and workshops are organized for their total development. Placement cell of the College organizes a personality development programme to guide the students by providing valuable suggestions for the personality development

- ➢ **Career**

  The institute encourages its students towards taking up higher studies. The Career Counseling Cell in collaboration with outside agencies organizes series of programmes to guide the students for participation in various competitions, entrepreneurship, professional skill learning etc. The said department andfaculty members provide academic and personal counselling to the students regarding choice of subjects during admission, low attendance, time-table.

> ➤ **Psycho-social**

The problems related to social factors affecting students' mental health. peer pressure, parental support, cultural and religious background, socioeconomic status, and interpersonal relationships are addressed through their counselors& special lectures.

5.1.9 Does the institution have a structured mechanism for career guidance and placement of its students? If 'yes', detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programmes).

The College has a four member Career Guidance and Placement Cell for its students. It is a matter of pride that for counseling, students of different courses had many informative   interaction   sessions conducted   from   time   to   time.

College at present has 2078 students on rolls and there are various problems which are regularly been taken care of by the Students' Grievance Redressal Cell.

- ➤ This Cell for students function on the basis of the suggestions/ complaints received through the **suggestions/ complaint box** placed in the campus. This box is opened fortnightly.
- ➤ The students had complained about the scarcity of drinking water. The problem was solved by installing more **water coolers with RO's** to provide filtered cold water to the students in the summers.
- ➤ With the increase in strength girl students complained for common sitting place . A front **lawn is used for girl students** sitting place. However, the college plans to provide a better and permanent common room to the students very soon.
- ➤ The **Principal personally takes feedback** from the students regarding the syllabus covered, teaching techniques of various teachers and tries to solve the problem if any, whenever required. requested the Punjab Transport Services to stop buses for the students. However, this problem could not been attended to and it continued to persist.
- ➤ **Meetings are conducted** with the staff and students to address every issue that needs attention.
- ➤ Suggestion boxes are placed at every hostel and other important locations to help the students to express their grievances.

➢ Meetings of the Senior Staff Members are held at Principals' Office

5.1.13 Enumerate the welfare schemes made available to students by the Institution.

Besides financial help like fee concessions, scholarships, freeships are given to the meritorious and needy students. The following welfare schemes are available for students:

➢ The **College Career & Counseling Cell** with its four members guides the students for participation in various national and international competitions etc. The Career Counseling Cell in collaboration with outside agencies organizes of programmes to guide the students for participation in various , entrepreneurship, professional skill learning etc. It is a matter of pride that for counseling students regarding different courses many informative interaction sessions were conducted from time to time wherein experts/academicians/ professionals and people form industry were invited to update the students with new opportunities, courses and careers. Every year institute gives **Academic Cash prizes and certificates** to top rankers and class toppers for motivating them

➢ The **admission committee counsels** the students regarding the choice of subjects and careers.

➢ **Frequent seminars on career counseling** and visits by various experts also widen the horizons of our students and counsel the students regarding personality development, interpersonal and communications skills to prepare them for the job market.

➢ **College Book Bank** provides books to the students belonging to the weaker section of the society.

➢ Support for co-curricular & extra-curricular activities**, two large playgrounds**, one in front of the college and the other on the backside, fulfill sports requirements of the students.

➢ There is also a facility for **paying fees in installments** basis for economically weak students.

➢ Students are given **special refreshments** during their practice and performance in various competitions and other activities organized by the college. Canteen facility for all students. The canteen committee works in tandem with the canteen contractor to ensure hygienic, clean, nutritious eatables.

➢ **Student Awareness workshops** are organized to engender the societal sensitivity.

➢ **Generator** ensure continuous electricity supply even during the long power cuts, too common in Punjab.

- The cycle/scooter stand and the shed accommodate **40 cycles, 400 motor bikes and scooters and 15 cars.**
- **One seminar hall** with all the facilities to conduct conferences and extension lectures.
- Close circuit television system.

5.1.14 Does the Institution have a registered Alumni Association? If 'yes', what are its activities and major contributions for Institutional, academic and infrastructure development?

No, the Alumni Association is not formally registered. The Alumni Association has four office bearers of the association (President, Vice-president, Secretary and joint Secretary).
- A meeting of the Alumni Association is held annually.
- The interaction of the current students with ex-students is encouraged. Institute interacts with Alumni through the alumni cell time to time.
- Every year institute updates Alumni information.
- The alumni members share their opinions and technical skills with the current students. They provide references for their juniors. Alumni share their ideas for projects.

5 .2 STUDENT PROGRESSION

5.2.1 Providing the percentage of students progressing to higher education or employment (for the last four batches) highlights the trends observed.
- Student progression to higher studies: The data showing students progression to higher education is as follows:

Student progression	% against enrolled			
	2010-11	2011-12	2012-13	2013-14
Those Completed UG	85.38 % (111/130)	98.73 % (156/158)	100 % (290/290)	95.34 % (328/344)
Those Completed PG	92 % (23/25)	86.66 % (26/30)	85.45 % (47/55)	67.93 % (89/131)
Employed	Police Dept = 70 Army= 80 Teacher=10	Police Dept =30 Army= 70 Teacher=15	Police Dept = 20 Army= 80 Teacher=13	Police Dept = 20 Army= 90 Teacher=15

5.2.2 Provide details of the programme wise pass percentage and completion rate for the last four years (cohort wise / batch wise as stipulated by the university)? Furnish programme-wise details in comparison with that of the previous performance of the same institution and that of the Colleges of the affiliating university within the city or state.

Results are the indicator of students' progress and the progression of our students is evident from the following table as percentage of our results is better than University pass percentage.

Class	Session	Appeared	First Division	Distinctions	College Pass %
B. A.- I	2010-11	374	22	00	81.2
	2011-12	423	10	00	65.48
	2012-13	691	12	00	76.41
	2013-14	819	04	00	69.96
B. A.- II	2010-11	129	24	00	88.38
	2011-12	307	14	00	87.62
	2012-13	309	17	00	92.56
	2013-14	535	12	00	93.27
B. A.- III	2010-11	111	12	00	94.59
	2011-12	148	16	00	95.95
	2012-13	276	10	00	94.93
	2013-14	315	20	00	98.09
B.C.A -I	2010-11	16	12	05	100
	2011-12	14	04	04	100
	2012-13	31	02	02	100
	2013-14	35	05	01	100
B.C.A-II	2010-11	09	03	01	100
	2011-12	14	07	03	100
	2012-13	14	07	00	100
	2013-14	35	07	01	100
B.C.A-III	2011-12	08	01	01	100
	2012-13	14	03	00	100
	2013-14	13	04	01	100
M. A.-I (Pbi.)	2011-12	24	01	00	100
	2012-13	40	02	00	100
	2013-14	41	06	00	100
M. A.-II (Pbi.)	2012-13	15	01	00	100
	2013-14	31	05	00	100
M. A. I (History)	2011-12	16	11	00	100
	2012-13	32	22	00	100
	2013-14	41	29	02	100
M. A. II (History)	2012-13	10	07	00	100
	2013-14	28	18	02	100

PGDCA	2010-11	23	08	03	100
	2011-12	26	06	02	100
	2012-13	22	08	03	100
	2013-14	30	03	00	100
PGDDT	2010-11	34	32	04	100
	2011-12	33	29	06	100
	2012-13	38	36	05	100
	2013-14	47	47	23	100

5.2.3 How does the institution facilitate student progression to higher level of education and/or towards employment?

The Institution is constantly engaged in encouraging the students towards successful completion of their courses and progression to higher level of education. In pursuance of this aim, the college takes the following steps:

- ➢ Final year students are motivated to take courses as per their interest. This will help them choose area for higher education.
- ➢ Additional coaching is arranged and guidance is provided for competitive exams
- ➢ The institution has its finger on the pulse of society and hence keeps updating its courses to retain its relevance in today's fast changing scenario.
- ➢ Well equipped library with 20,000 books, subscribing 23 Journals/periodicals and numerous newspapers to update with research, employment and competitive exam.

5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out?

The following measures are taken by the College for students who are at risk of failure and drop out:

- ➢ Tutorials/extra classes are taken for these students by faculty members of the concerned departments.
- ➢ Repetition of lecture, regular class tests, sometime small group class tests and personal guidance in the teaching-learning process are adopted.
- ➢ Discussion with the parents about their failure in September and December exams.

- ➢ Faculty members of various departments identify the academically weaker students through class test, mid-term test and university results during the course or program and provide mentoring to them.
- ➢ If a student does not attend classes regularly, the institute tries to look into the reasons for it, in order to reduce the number of dropouts. This is done through phone call, letters and parents meet in the institute to discuss the problems.
- ➢ Special remedial classes and coaching classes are conducted for the slow learners.
- ➢ More practice is taken for the critical subjects or numerical based subjects.
- ➢ Modular tests are also taken by faculty members.
- ➢ For economically weaker students there is facility of paying the fees in installments.
- ➢ Book bank is provided for the categorized and economically weaker students.

5.3 Student Participation and Activities

5.3.1 List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and programme calendar.

The college organizes many activities on games & sports, cultural and other extracurricular activities for the students in the college. The college has many units like Red Ribbon Club, NSS unit, NCC wing, Students participate in various sports competitions organized in the campus as well as campus. Every year sports meet is organized in the college for students of all the streams. College students have achieved many meritorious positions in the various sports competitions at university level, state level as well as national level. The different committees of the college also give training/guidance to the students for participating in these activities organized by other institutions. The college has a Physical Education department to guide the motivated sports students. The available facilities for these activities are:

EXTRA MURAL ACTIVITIES
The college feels proud of its student participants in Music, Dance, Fine arts regularly:
- ➢ Talent Hunt event of the college brings out the hidden talent of the students
- ➢ College has a cultural committee which is always enthusiastic to guide and help the students to prepare the college team for presentation in various cultural programmes.

- ➢ Modern professional musical instructor among present students and from ex-students
- ➢ One coach to prepare the college team for participating in different district/state level drama competitions.

List of the achievement of the student during last four year:

S .No.	Name	Field
1.	Gurpreet Singh	Bhangra Gold Medalist from Inter Zonal Youth Festival, October, 2005
2.	Harpreet singh	Bhangra Gold Medalist from Inter Zonal Youth Festival, October, 2005
3.	Sukhchain Singh	Bhangra Gold Medalist from Inter Zonal Youth Festival, October, 2005
4.	Jagsir Singh	Bhangra Gold Medalist from Inter Zonal Youth Festival, October, 2005
5.	Randeep Singh	Bhangra Gold Medalist from Inter Zonal Youth Festival, October, 2005
6.	Gurtej Singh	Bhangra Gold Medalist from Inter Zonal Youth Festival, October, 2005
7.	Harpreet Singh	Bhangra Gold Medalist from Inter Zonal Youth Festival, October, 2005
8.	Inderjeet Singh	Bhangra Gold Medalist from Inter Zonal Youth Festival, October, 2005
9.	Sukhjeet Singh	Bhangra Gold Medalist from Inter Zonal Youth Festival, October, 2005
10.	Gurpreet Singh	Bhangra Silver Medalist from Inter Zonal Youth Festival, October,2006
11.	Sukhchain Singh	Bhangra Silver Medalist from Inter Zonal Youth Festival, October,2006

12.	Jasbir Singh	Bhangra Silver Medalist from Inter Zonal Youth Festival, October,2006
13.	Harpreet Singh	Bhangra Silver Medalist from Inter Zonal Youth Festival, October,2006
14.	Gurpreet Singh	Bhangra Silver Medalist from Inter Zonal Youth Festival, October,2006
15.	Jaswinder Singh	Bhangra Silver Medalist from Inter Zonal Youth Festival, October,2006
16.	Kirandeep Kaur	Bhangra Silver Medalist from Inter Zonal Youth Festival, October,2006
17.	Kuldeep Singh	Bhangra Silver Medalist from Inter Zonal Youth Festival, October,2006
18.	Sukhjeet Singh	Bhangra Silver Medalist from Inter Zonal Youth Festival, October,2006
19.	Gurpreet Singh	Bhangra Gold Medalist from Inter Zonal Youth Yestival, October, 2007
20.	Sukhchain Singh	Bhangra Gold Medalist from Inter Zonal Youth Yestival, October, 2007
21.	Jasbir Singh	Bhangra Gold Medalist from Inter Zonal Youth Yestival, October, 2007
22.	Harpreet Singh	Bhangra Gold Medalist from Inter Zonal Youth Yestival, October, 2007
23.	Gurpreet Singh	Bhangra Gold Medalist from Inter Zonal Youth Yestival, October, 2007
24.	Jaswinder Singh	Bhangra Gold Medalist from Inter Zonal Youth Yestival, October, 2007
25.	Kirandeep Singh	Bhangra Gold Medalist from Inter Zonal Youth Yestival, October, 2007
26.	Kuldeep Singh	Bhangra Gold Medalist from Inter Zonal Youth

		Yestival, October, 2007
27.	Sukhjeet Singh	Bhangra Gold Medalist from Inter Zonal Youth Yestival, October, 2007
28.	Harpreet Singh	Best Dancer Bhangra,October,2005
29.	Gurpreet Singh	Best Dancer Bhangra,October,2007
30.	Kirandeep Singh	Best Dancer Bhangra,October,2008
31.	Gurpreet Singh	Bhangra Gold Medalist ,December,2005, North Zone Youth Festival
32.	Jasbir Singh	Bhangra Gold Medalist ,December,2005, North Zone Youth Festival
33.	Harpreet Singh	Bhangra Gold Medalist ,December,2006, north Zone Youth Festival
34.	Gurpreet singh	Bhangra Gold Medalist ,January,2007, All Indian National Youth Festival.
35.	Barinder Singh	Best Dancer, October,@011 Zonal Youth Festival
36.	Sukhbir Singh	One Act play, Best Actor ,october,2011, Zonal Youth Festival
37.	Jatinder Singh	Bhangra 2nd position, October 2011,Zonal Youth Festival.
38.	Barinder Singh	Bhangra 2nd position, October 2011,Zonal Youth Festival.
39.	Manpreet Singh	Bhangra 2nd position, October 2011,Zonal Youth Festival.
40.	Baljinder Singh	Bhangra 2nd position, October 2011,Zonal Youth Festival.
41.	Jagdeep singh	Bhangra 2nd position, October 2011,Zonal Youth Festival.
42.	Jaspreet singh	Bhangra 2nd position, October 2011,Zonal

		Youth Festival.
43.	Kuldeep singh	Bhangra 2nd position, October 2011,Zonal Youth Festival.
44.	Teerth Singh	Bhangra 2nd position, October 2011,Zonal Youth Festival.
45.	Baljinder Singh	Bhangra 2nd position, October 2011,Zonal Youth Festival.
46.	Harjinder Singh	Bhangra 2nd position, October 2011,Zonal Youth Festival.
47.	Barinder Singh	Folk Orchestra 2nd position, October,2011 Zonal Youth Festival
48.	Teerth Singh	Folk Orchestra 2nd position, October,2011 Zonal Youth Festival
49.	Manpreet Singh	Folk Orchestra 2nd position, October,2011 Zonal Youth Festival
50.	Jagdeep Singh	Folk Orchestra 2nd position, October,2011 Zonal Youth Festival
51.	Gurjeet Singh	Folk Orchestra 2nd position, October,2011 Zonal Youth Festival
52.	Amrit Singh	Folk Orchestra 2nd position, October,2011 Zonal Youth Festival
53.	Harpreet Singh	Folk Orchestra 2nd position, October,2011 Zonal Youth Festival
54.	Beant Singh	Folk Orchestra 2nd position, October,2011 Zonal Youth Festival
55.	Jaspreet singh	Folk Orchestra 2nd position, October,2011 Zonal Youth Festival
56.	Amandeep singh	Folk Orchestra 2nd position, October,2011 Zonal Youth Festival

57.	jagjeet Singh	Folk Orchestra 2nd position, October,2011 Zonal Youth Festival
58.	Amrik Singh	Folk Orchestra 2nd position, October,2011 Zonal Youth Festival
59.	Sinderpal Singh	One Act play, 3rd position ,October,2011, Zonal Youth Festival
60.	Kirpal singh	One Act play, 3rd position ,October,2011, Zonal Youth Festival
61.	Sukhvir Singh	One Act play, 3rd position ,October,2011, Zonal Youth Festival
62.	Manjeet Singh	One Act play, 3rd position ,October,2011, Zonal Youth Festival
63.	Gurpreet Singh	One Act play, 3rd position ,October,2011, Zonal Youth Festival
64.	Ramandeep Kaur	One Act play, 3rd position ,October,2011, Zonal Youth Festival
65.	Gagandeep Kaur	3rd position in Raag, October,2011, Zonal Youth Festival.
66.	Amandeep Kaur	Western Solo 3rd position , October,2011, Zonal Youth Festival.
67.	Jagdeep Singh	Bhangra Best Dancer,September,2012 Zonal Youth Festival.
68.	Barinder Singh	Bhangra 1st position,September,2012 Zonal Youth Festival.
69.	Rupinder Singh	Bhangra 1st position,September,2012 Zonal Youth Festival
70.	Jagdeep singh	Bhangra 1st position,September,2012 Zonal Youth Festival
71.	Baljinder Singh	Bhangra 1st position,September,2012 Zonal

		Youth Festival
72.	Mandeep Singh	Bhangra 1st position,September,2012 Zonal Youth Festival
73.	Rajveer Singh	Bhangra 1st position,September,2012 Zonal Youth Festival
74.	Gurpreet Singh	Bhangra 1st position,September,2012 Zonal Youth Festival
75.	Baljinder singh	Bhangra 1st position,September,2012 Zonal Youth Festival
76.	Inderjeet Singh	Bhangra 1st position,September,2012 Zonal Youth Festival
77.	Hardeep Singh	Mime 1st position, September, 2012 Zonal Youth Festival.
78.	Gurpreet singh	Mime 1st position, September, 2012 Zonal Youth Festival.
79.	Bittu Singh	Mime 1st position, September, 2012 Zonal Youth Festival.
80.	Pawan Arora	Mime 1st position, September, 2012 Zonal Youth Festival.
81.	Davinder Singh	Mime 1st position, September, 2012 Zonal Youth Festival.
82.	Kuldeep singh	Mime 1st position, September, 2012 Zonal Youth Festival.
83	Amandeep kaur	Western Solo 1st position, September,2012, Zonal Youth Festival.
84.	Krishan Singh	Clay Modeling 2nd position, September,2012, Zonal Youth Festival.
85.	Amrit Singh	Guitar, 2nd position, September, 2012, Zonal Youth Festival.

86.	Sandeep Singh	One Act Play, 2nd position, October, 2013, Zonal Youth Festival.
87.	Sukhbir Singh	One Act Play, 2nd position, October, 2013, Zonal Youth Festival.
88.	Sandeep Singh	One Act Play, 2nd position, October, 2013, Zonal Youth Festival.
89.	Jagtar Singh	One Act Play, 2nd position, October, 2013, Zonal Youth Festival.
90.	Jaspreet Kaur	One Act Play, 2nd position, October, 2013, Zonal Youth Festival.
91.	Mandeep Kaur	One Act Play, 2nd position, October, 2013, Zonal Youth Festival.
92.	Ramandeep Kaur	One Act Play, 2nd position, October, 2013, Zonal Youth Festival.
93.	Charanjeet Kaur	One Act Play, 2nd position, October, 2013, Zonal Youth Festival.
94.	Shinderpal Singh	One Act Play, 2nd position, October, 2013, Zonal Youth Festival.
95.	Bittu Singh	Mime 2nd position, October, 2013, Zonal Youth Festival.
96.	Davinder Singh	Mime 2nd position, October, 2013, Zonal Youth Festival.
97.	Sukhwinder Singh	Mime 2nd position, October, 2013, Zonal Youth Festival.
98.	Karmjeet Singh	Mime 2nd position, October, 2013, Zonal Youth Festival.
99.	Jasvir Singh	Mime 2nd position, October, 2013, Zonal Youth Festival.
100.	Sukhvir Singh	Mime 2nd position, October, 2013, Zonal

		Youth Festival.
101.	Barinder Singh	Bhangra Gold Medalist, October,2014, Inter Zone Youth Festival and Punjab State Inter University Youth Festival, January 2015
102.	Mandeep Singh	Bhangra Gold Medalist, October,2014, Inter Zone Youth Festival and Punjab State Inter University Youth Festival, January 2015
103.	Jagdeep Singh	Bhangra Gold Medalist, October,2014, Inter Zone Youth Festival and Punjab State Inter University Youth Festival, January 2015
104.	Narinder Singh	Bhangra Gold Medalist, October,2014, Inter Zone Youth Festival and Punjab State Inter University Youth Festival, January 2015
105.	Gurdeep Singh	Bhangra Gold Medalist, October,2014, Inter Zone Youth Festival and Punjab State Inter University Youth Festival, January 2015
106.	Safi Mohammad	Bhangra Gold Medalist, October,2014, Inter Zone Youth Festival and Punjab State Inter University Youth Festival, January 2015
107.	Daljeet Singh	Bhangra Gold Medalist, October,2014, Inter Zone Youth Festival and Punjab State Inter University Youth Festival, January 2015
108.	Hardeep Singh	Bhangra Gold Medalist, October,2014, Inter Zone Youth Festival and Punjab State Inter University Youth Festival, January 2015
109.	Parmpal Singh	Bhangra Gold Medalist, October,2014, Inter Zone Youth Festival and Punjab State Inter University Youth Festival, January 2015
110.	Narinder Singh	Bhangra Gold Medalist, October,2014, Inter

		Zone Youth Festival and Punjab State Inter University Youth Festival, January 2015
111.	Baljinder singh	Bhangra Best Dancer, September, 2014 Zonal youth Festival.
112.	Kamaljeet Kaur	Giddha 1st position, September,2014 Zonal Youth Festival
113.	Ranjeet Kaur	Giddha 1st position, September,2014 Zonal Youth Festival
114.	Pammi kaur	Giddha 1st position, September,2014 Zonal Youth Festival
115.	Sukhdeep Kaur	Giddha 1st position, September,2014 Zonal Youth Festival
116.	Arshpreet Kaur	Giddha 1st position, September,2014 Zonal Youth Festival
117.	Raveen Bibi	Giddha 1st position, September,2014 Zonal Youth Festival
118.	Harwinder Kaur	Giddha 1st position, September,2014 Zonal Youth Festival
119.	Jaspreet Kaur	Giddha 1st position, September,2014 Zonal Youth Festival
120.	Sukhvir Kaur	Giddha 1st position, September,2014 Zonal Youth Festival
121.	Gurjeet kaur	Giddha 1st position, September,2014 Zonal Youth Festival
122.	Mandeep Kaur	Giddha 1st position, September,2014 Zonal Youth Festival
123.	Simerjeet kaur	Giddha 1st position, September,2014 Zonal Youth Festival
124.	Daljeet Singh	Folk Orchestra, 2nd position ,September,2014,

		Zone Youth Festival
125.	Safi Mohammad	Folk Orchestra, 2nd position ,September,2014, Zone Youth Festival
126.	Beant Singh	Folk Orchestra, 2nd position ,September,2014, Zone Youth Festival
127.	Jagdeep Singh	Folk Orchestra, 2nd position ,September,2014, Zone Youth Festival
128.	Amandeep Singh	Folk Orchestra, 2nd position ,September,2014, Zone Youth Festival
129.	Gurwinder Singh	Folk Orchestra, 2nd position ,September,2014, Zone Youth Festival
130.	Krishan Singh	Folk Orchestra, 2nd position ,September,2014, Zone Youth Festival
131.	Nazar Singh	Folk Orchestra, 2nd position ,September,2014, Zone Youth Festival
132.	Kuldeep Singh	Folk Orchestra, 2nd position ,September,2014, Zone Youth Festival
133.	Parmpal Singh	Folk Orchestra, 2nd position ,September,2014, Zone Youth Festival
134.	Narinder Singh	Folk Orchestra, 2nd position ,September,2014, Zone Youth Festival
135.	Mandeep singh	Folk Orchestra, 2nd position ,September,2014, Zone Youth Festival
136.	Arshdeep Singh	Photography 2nd Position September,2014 Zonal youth Festival

The Range of Student Participation in Intra-collegiate Activities:

- Independence Day celebration
- Republic Day celebration
- Legal Awareness Camps
- Van-Mahotsav Day celebration by planting of saplings.
- Other cultural activities
- IT Fests
- Quiz
- Talent Hunt
- Farewell Paties

Games & Sports:
Students participate in annual sports (50m, 100m,200m, 500m, 1000m race; long jump & high jump, shot put, javelin throw, Volleyball, Handball, Basketball Kho-Kho Hockey discuss throw; musical chair among students & teachers and also in indoor games competition - carrm, ludo, chess).

❖ **Sports: Outdoor Facilities**
- 2 Sports grounds
- Track & field marking
- Football ground
- Volleyball ground

❖ **NSS (National Social Service)**
Guru Gobind Singh College is registered with **3 units** having registered volunteers of more than **200** every year. Every year NSS contributes significantly in society. Every year a special 7 day NSS camp is organized normally in winter break in any village, where normally more than,100 NSS volunteers give their participation in improvement of living condition of the society.

NSS CAMPS		
2010 -2011	Nagal	7days NSS Camp
2011- 2012	Karamgarh	7days NSS Camp
2012 -2013	Thullewal	7days NSS Camp
2013-2014	Hamidi	7days NSS Camp

- Every year NSS organizes *blood donation camp*

❖ **NCC (NATIONAL CADET CORPS)**

Drill, Map reading, Weapon Trig, Field Craft, Battle Craft, Minor Tactics, Role of Infantry, First Aid, Hygiene & sanitation, Civil Defence and Leadership Training Adventure Training are taught regularly. Activities like Tree plantation, Blood Donation, Awareness rallies (AIDS, Corruption) Cleanliness, Annual training Camp, National Integration Camp, Army attachment Camp, Republic Day Camp, Thal Saina Camp, Trekking Camp, Basic Leadership Camp are organized with zeal. Cadets prepare for certificates "B" & "C" of NCC.

Camps Attended by NCC Cadets during 2010-11
- ➢ 4 Cadets attended C. A. T. camp from 25/06/2010 to 04/07/2010.
- ➢ 10 Cadets attended C. A. T. camp from 15/09/2010 to 24/09/2010.

Four Firing Camp Organised by 2NCC BN Chandigarh attended by 4 Girls Cadits.

- ➢ Basic Camp MarksmanShip.
- ➢ All India North Zone Shooting Camp.
- ➢ Firing Camp main.
- ➢ Firing Camp(CATC).

Camps Attended by NCC Cadets during 2011-12
- ➢ 3 Cadets attended C. A. T. camp from 25/06/2011 to 04/07/2011.
- ➢ 5 Cadets attended C. A. T. camp from 14/06/2011 to 23/06/2011.
- ➢ 25 Cadets attended C. A. T. camp from 25/09/2011 to 04/10/2011.
- ➢ 11 Cadets attended. C. A. T. camp from 15/10/2011 to 24/10/2011.
- ➢ 2 Cadets attended pre T.S.C. camp from 14/06/2011 to 23/06/2011.
- ➢ 1 Cadets attended T.S.C.(national) camp from 02/09/2011 to 13/09/2011.
- ➢ 1 Cadets attended pre RD,PreRD1 and PreRD2 and RD prade camp from 28/10/2011 to 02/02/2012.

Camps Attended by NCC Cadets during 2012-13
- ➢ 11 Cadets attended C. A. T. camp from 25/06/2012 to 04/07/2012.
- ➢ 26 Cadets attended C. A. T. camp from 11/09/2012 to 20/09/2012.
- ➢ 12 Cadets attended C. A. T. camp from 26/11/2012 to 05/10/2011.

Camps Attended by NCC Cadets during 2013-14
- ➢ 19 Cadets attended C. A. T. camp from 11/09/2013 to 28/09/2013.
- ➢ 03 Cadets attended C. A. T. camp from 20/12/2013 to 29/12/2013.
- ➢ 3 Cadets attended Army Attachment Camp from 13/01/2014 to 27/01/2014.

Camps Attended by NCC Cadets during 2014-15

- ➢ 06 Cadets attended. C. A. T. camp from 24/07/2014 to 02/08/2014.
- ➢ 10 Cadets attended pre RD / C. A. T. camp from 11/10/2014 to 20/10/2014.
- ➢ 03 Cadets attended. C. A. T. camp from 05/11/2014 to 14/11/2014.
- ➢ 01 Cadet attended D-CATC Inter group competition from 19/09/2014 to 28/09/2014

Name	RDC / PMR
Jasvir Singh (Second Commander of RD Prade)	2011-12

Name	TSC
Pardeep Kaur	2011-12
Gagandeep Singh	2012-13
Jagsir Singh	2012-13

NCC "B" & "C" Passed

Session	"B" Certificate	"C" Certificate
2010-11	23	13
2011-12	25	07
2012-13	23	08
2013-14	-	05

Best Achievements bagged by the cadets

Cadet No.	Name	Designation	Year
PB/SW/09-48701	Ramandeep Kaur	SUO	2010-11
PB/SW/09-48702	Parwinder Kaur	SUO	2010-11
PB/SW/10-48767	Pardeep Kaur	SUO	2011-2012
PB/SW/11-48757	Jasvir Singh	UO	2012-2013
PB/SW/11-48764	Gagandeep Singh	SUO	2012-2013

❖ **Red Cross / Red Ribbon Club Activities**
  ➢ Paper reading Competition on the topics AIDS
    Awareness, Drug De-addiction & Voluntary Blood
    Donation.
  ➢ Red Cross team member of the College got the award
    for the various competitions. at the district level held at
    S.S.D College , Barnala for August 14 -
    2014.Photography, Slogan competition and poster making
    bagged first position.
  ➢ Extension Lecture against the use of drugs and
    awareness against aids.
  ➢ Campus rally on AIDS Awareness on World AIDS Day .
  ➢ Participation of students in Blood donation Camp .
  ➢ Blood Donation Camp organized by Red Cross Society on 19/03/2014.

5.3.3 How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?

To get feedback from the graduates and employees, the college adopts
the following mechanism:

A well designed questionnaire (See Annexure - IV) is framed touching all aspects of the Institution. The questionnaire is administered to the pass outs. Their feedback is used for decision making and performance improvement in teaching / learning, improving library facilities, Canteen facilities, Sports facilities etc. Feedback from the graduates is obtained once in a year and is used for the development of the college. From the suggestions of the feedback RO Plant for drinking water facility is arranged.

5.3.4 How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the publications/ materials brought out by the students during the previous four academic sessions.

College Magazine **Gobind Gaurav** is the best platform for students
in which they contribute and publish their articles. In addition,
students are buoyant to improve writing   skills.   Different
departments organize Spot Essay Competition, Paper Presentation
and other writing events to promote creativity and communication skills of
the students. They are encouraged to participate in Inter College Writing
Competitions. The best performers are awarded/ rewarded on the special
functions organized by the college.

5.3.5 Does the college have a Student Council or any similar body? Give details on its selection, constitution, activities and funding.

The Institution as such does not have a student council.

5.3.6 Give details of various academic and administrative bodies that have student representatives on them.

Students of different departments are involved in various academic bodies in form of the societies being active in college. These societies are **by the students, for the students and of the students** such as:

<u>ACADEMIC CLUBS AND SOCIETIES</u>
  ➢ English Literature Student Association.
  ➢ Punjabi Literature Student Association
  ➢ Saheed Bhagat Singh Society.
  ➢ Political Science Student Association
  ➢ Public Administration Association.
  ➢ Computer Association

  ➢ **<u>STUDENT ADMINISTRATIVE BODIES</u>**

  ➢ Notice Board Committe
  ➢ Educational Tour Organizing Committee (of Respective Departments)
  ➢ College Magazine Committee
  ➢ Discipline Committee
  ➢ Decoration Committee

5.3.7 How does the institution network and collaborate with the Alumni and former faculty of the Institution. Any other relevant information regarding Student Support and Progression which the college would like to include.

The institution collaborates with the Alumni and former faculty of the institution regarding Student Support in following vistas:

  ➢ The faculty members of the College maintain a good relation with the former faculty member.
  ➢ By helping financially to boost education to the economic backward students.
  ➢ The former faculty members are also invited as resource persons in the technical sessions of the seminars organized by the College.
  ➢ Many of them are also invited for talk on various topics.

Any other relevant information regarding Student Support and Progression which the college would like to include.

The institution is committed to make its students passionate **vigilant, vigorous and vivacious** personas to go with the changing times and scenario but unrelenting their cultural roots. The college would like to create student friendly environment where new areas of research can be entertained. More research centers, research journals and new vistas of learning to be furthered

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision & Leadership

Guru Gobind Singh College was the visionary realization of the dream & spirited vision of our founder principal & his successors who were fired with the zeal of promoting the cause of education.

6.1.1 State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?

❖ **Vision**

➢ The College aims to prepare the critical stakeholders for the global talent war through higher education and by inculcating.We seek His grace that He may so enlighten and inspire our intellects that our conduct may ever be righteous in thought, work and deed.

❖ **Mission**

➢ The college is committed to excellence and creativity in teaching and learning which is responsive to regional, national and international needs
➢ and aspirations. The college is all geared to develop the youth as intellectually mature, morally upright, socially responsible and spiritually inspired leaders to serve the society.
➢ The college is committed to be a paradigm the field of education. Acting as a reservoir of information, it prepares the students to acclimatize with unforeseen changes with an endless desire to be a pioneer in the field of education.

❖ **Distinctive Characteristics of the College**

❖ **Addressing the need of the society**
The college is located in a rural area where traditional and conservative society is emerging out of its self imposed bondage into the challenges of modern day living. In such a socio-cultural environment, the college is catering to the needs of this ever changing society.

❖ **Students it seeks to serve**
➢ The students come from different walks of life - urban, semi-urban, rural & remote villages. All are welcome to the premises of the college without any bias. There is no discrimination on the basis of caste, creed or socio-economic background .

❖ **Traditions and value orientations**

➢ The core values of the college are enshrined in the philosophy of Guru Gobind Singh ji. The college aims to prepare citizens with firm belief in principles of secularism . The institution makes regular efforts to sustain the vision and mission of college in the mindset of faculty as well as students.

❖ The institution lays emphasis on self-learning and it firmly believes that the purpose of higher education is to motivate and guide students for self study.
Vision for the future

➢ Institution wants to contribute to the national development by excelling in the field of higher education, preparing students to secure better future inculcating ethical values and taking the institute to the zenith among the colleges affiliated to the university.

6.1.2 What is the role of top management, Principal and Faculty in design and implementation of its quality policy and plans?

The top Management, Principal and faculty coordinates in design and implementation of its quality policy, the flow of information is both upward and downward. The top management advises the institution in all important decision making processes. These are communicated to the faculty by the Principal, action plans are enumerated, analyzed and implanted by coordinating with the faculty. Suggestions are invited and changes are incorporated in each academic year.

❖ **The Management**:

➢ The present members include political and social activists, principals of college, vice principal and senior faculty members. Budget related meetings are also held well before the closure of each financial term and at the start of new academic session .The management that comprises our chairperson and members that include both external and internal holds meetings before the start of each academic session to ensure the following:

➢ Lay out a plan for recruitment and interview procedure for various teaching and non-teaching posts.

➢ Checking annual budget of the college and suggesting new ways to handle income and expenditure.

➢ Discussion with faculty through the representative members about requirements regarding infrastructure, innovations related to teaching learning etc.

➢ Make Recommendations related to particular problems if any that arise in the preceding year.

➢ Decisions like sanitation, installation of RO systems, CCTV's, parking facilities, refreshment services, evaluation, adding new courses and improving existing ones are taken in such meetings.

- ➢ Chairperson is invited to all academic, sports & cultural functions and seminars and during interview procedures and also for honoring students that excel in various fields.
- ➢ Discuss results and performance of the college in other activities.
- ➢ The members of the central management and local management are accessible by phone and e-mails for any guidance required by the officers of the college.
- ❖ **The Faculty:**
  The college enjoys the collective leadership of a dynamic administrative team that includes officers such as, Academic Affairs, Examination, and Student Welfare, Bursar and conveners of other committees.

6.1.3   What is the involvement of the leadership in ensuring?
- ❖ **The policy statements and action plans for fulfillment of the stated mission**
- ❖ **Formulation of action plan for all operations and incorporation of the same into the institutional strategic plan**
- ❖ **Interaction with stakeholders**
- ❖ **Proper support for policy and planning through need analysis, research inputs and consultation with the stakeholders**
- ❖ **Reinforcing the culture of excellence**
- ❖ **Champion organizational change**
  The leadership ensures proper communication between the functionaries for stating policies and preparing action plans so that the mission of the college can be realized with full potential.
- ❖ **Policy Statements and Action Plans**
- ➢ The principal is available to discuss the academic and other responsibilities, plans of the departments, share ideas and problems of individual faculty members. He keeps a regular check on the activities going on in the evening as well. The officiating principal assists him in all matters and takes up responsibility in his absence.
- ➢ The curricular and co-curricular programmes are effectively carried out by constituent members of various committees. The members are selected as per their interests and expertise and their services are ensured in one committee or the other.
- ❖ **Formulation of action plan for all operations and incorporation of the same into the institutional strategic plan**
- ➢ Action plan is formulated in all the meetings with the local management and the heads, agenda is prepared discussed and minutes are thoroughly recorded. Senior staff members are deputed to ensure the incorporation of this action plan in all the activities done during a particular academic year.
- ➢ Continuous improvement is ensured by giving autonomy to various departments in preparing their annual plans, activities/ seminars or workshops throughout the year, encouraging faculty to participate in enrichment programmes, personally counseling members who fail to meet expected levels of performance and amply guiding them for improvement

and discussing perspective plans for dynamic growth of the college during staff meetings.

➢ The policies are developed through participative management and are communicated to the staff members in the form of groups. The groups are formed according to various streams. New comers are continuously guided for development and improvement. Senior members actively give suggestions in meetings. The heads of various departments are asked to provide information to the faculty from time to time.

❖ **Interaction with Stakeholders**

Apart from the interaction with the local managing body, the leadership ensures timely interaction with society. It is achieved by inviting various agencies to the college.

❖ **The Students**

- The leadership team initiates its interaction at the beginning of the academic programme. During interviews at the time of selection, students are guided to take up relevant subjects as per their interests.
- The students feel free to discuss their problems with the principal as and when required. They approach Dean, Academic Affairs and Dean, Examination for issues like change of subject, migration, concession in fee, eligibility for exams etc.
- The principal interacts with hostellers during special activities organized within the hostel and they are welcome during office hours also.
- The college has also installed suggestion boxes at various places like hostels, outside principal's office to invite useful suggestions. These are also used as student grerivence boxes. A committee analyses these suggestions for implementation and improvement.
- Notice Boards are maintained at all the relevant places. Departments have separate display boards and a Wall magazine has been maintained outside Principal's office.

❖ **Parents**

- The principal interacts with the parents on issues pertaining to academic and residential life of their wards.
- Intimation cards are sent to parents in case of most irregular students and parents are advised to keep a regular eye on the activities of their wards.
- Heads of departments and Dean, Examination regularly interact with parents regarding their performance, assessment etc and orient them especially during first year.

❖ **Faculty**

- The principal regularly holds meetings with staff members. HOD's are called to make and implement all important decisions,

permanent and temporary teachers are welcomed for suggestions
and are encouraged for professional growth throughout the year in
various meetings. They
can bring their grievances directly to him or through staff secretary.

- The members of non-teaching staff are also called for meetings,
Celebration Lunches, tea-parties are held regularly to inculcate a
sense of belongingness and to strengthen ties. Greetings are sent to
one and all on important festivals. Announcements and notices are sent
through Whatsapp and other electronic devices. The staff members
who show positive professional growth are duly appreciated.

❖ **Alumni**
- Alumni meets are organized time to time. An alumni directory was also
released to provide information . Enrolment of maximum people in ensured
through personal contacts and their contributions to college are
appreciated. The college also sends letters of appreciation to donors. The
alumni association has members from all walks of life and during various
meeting and associations, various suggestions are invited and gradual
implementation is tried to achieve as far as possible.

❖ **Employers**
- The placement cell ensures that the perspective employers establish a direct
contact with the students especially in their 2nd & 3rd year and various
technical firms are invited for on-campus selection keeping in view the needs of
all streams.
- Various departments give project work that involves interaction with the
industry.

❖ **Society**
- The N.C.C. unit boasts of having a large no. of students that get 'B'
or 'C' certificates and many of them make it to Republic Day
parade besides actively participating in various national camps.
- The N.S.S. units select model village every year and organize 07
days'
camp over there and incorporate the village panchayat, noble men,
women & children during various execution processes and surveys. As
per the needs of the village, community areas are cleaned, maintained,
donations are arranged for mass marriages, demographic surveys are
conducted that also help in bringing forth social problems of a particular
village and notable people from the village are invited & honored in
evening assemblies.
- The principal is a member of various local clubs and attends
different
functions and invites suggestions from these bodies for implementing
some new decisions.

- The Red Cross unit also organizes blood donation camps, awareness programmes, poster exhibition and workshops and participates in various activities at the national and state level.
- The college throws open its infrastructure for various stakeholders. The sports ground is open for all.

❖ **Proper support for policy and planning through need analysis, research inputs and consultation with the stakeholders**
- The principal regularly reviews the functioning of various bodies and ensures co-operation with the community. He, being a member of local social bodies interacts with people, gains inputs, discusses with faculty and managing body & prepares perspective plans for future implementation.

❖ **Reinforcing the culture of excellence**
- The college has made provisions to mark, encourage and motivate meritorious students in various fields. The students who are university merit holders, gold/ silver medalists, toppers in college, winners of university/ college colour, medalist in inter-college or inter-varsity sports championships or winners at zonal/ inter-zonal or intervarsity youth festivals, best cadets & volunteers are provided every guidance and support and are honoured by the college.

❖ **Academic performance**

The students bag academic positions . The college pass percentage is much higher as compared to University pass percentage for a particular stream. Besides holding merit, many crack NET and other competitive exams.

The details of the data showing the academic performance is here with enclosed (See Annexure - V).

❖ **Extra Mural Activities**

Every year numerous   students participate in zonal Youth & Heritage festivals & further move for Inter-zonal, Intervarsity and North Zone Youth Festivals.

Year	Zonal				Inter-Zonal				Inter-versity			
	1st	2nd	3rd	Total	1st	2nd	3rd	Total	1st	2nd	3rd	Total
2011-12	12	17	12	41	12	--	--	12	--	--	--	--
2012-13	12	18	15	45	--	--	--	--	--	--	--	--
2013-14	12	15	18	45	--	--	--	--	--	--	--	--
2014-15	24	15	10	49	12	--	--	12	12	--	--	12

Apart from this, individual positions are bagged in various events.

❖ **NCC**

Name	RDC / PMR
Jasvir Singh (Second Commander of RD Prade)	2011-12

Name	TSC
Pardeep Kaur	2011-12
Gagandeep Singh	2012-13
Jagsir Singh	2012-13

NCC "B" & "C" Passed

Session	"B" Certificate	"C" Certificate
2010-11	23	13
2011-12	25	07
2012-13	23	08
2013-14	-	05

Best Achievements bagged by the cadets

Cadet No.	Name	Designation	Year
PB/SW/09-48701	Ramandeep Kaur	SUO	2010-11
PB/SW/09-48702	Parwinder Kaur	SUO	2010-11
PB/SW/10-48767	Pardeep Kaur	SUO	2011-2012
PB/SW/11-48757	Jasvir Singh	UO	2012-2013
PB/SW/11-48764	Gagandeep Singh	SUO	2012-2013

Cadets perform exceptionally well in these camps and bring laurels for the institution.

- Eminent visitors are invited for training & lectures.

- The excellence is maintained not only at the level of learners but the institution makes all endeavors to recruit qualified, meritorious and talented professional as part of its faculty.

❖ **Organizational Change**
- The college is a fore-runner in the area in bringing any change with the introduction of semester system. For UG classes this year, the whole teaching learning and evaluation process was redesigned.
- At the beginning of the session, various committees are designed and given responsibilities.
- Changes in the existing rules and regulations are brought about after a thorough discussion with departmental heads. With the addition of new programmers in emerging fields of study, the faculty profile is broadened & young energetic members are brought to meet the needs of students.

- The infrastructural requirements of various departments are met in a phased system.

6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plan of the institution for effective implementation and improvement from time to time?

- ❖ The leadership holds regular meetings with heads of various departments at the onset and throughout the session. These meetings aim at obtaining reports of faculty members, monitoring teaching-learning process, making decisions regarding admission and evaluation, recruitment, examination, functions and other activities that need monitoring and improvement from time to time.
- ❖ It encourages participative management as the faculty members can directly
bring practical issues before the leadership.
- ❖ Apart from this there are regular meetings with Dean Administration, Dean Examination, Dean Student Welfare, Co-ordinator Placement Cells, and Conveners of various committees organized for smooth running.
- ❖ The principal takes care of promotions of the staff so that they work with more zeal and dedication.
- ❖ CCTV's are installed at different locations to keep a 24 x 7 vigil on activities.
- ❖ External examiners are called/ welcomed for various practical examinations both at UG & PG level.

6.1.5 Give details of the academic leadership provided to the faculty by the top management?

- ❖ **The top management:** The present President, S.Bhola Singh Virk is a man devoted to further the cause of education. He has been nominated by the President of the marketing committee Barnala, in recognition to his services. He has actively contributed to the numerous social welfare programmes . He has been awarded by the Punjab Government for his great contribution in education as well as social welfare .
- ❖ **The Principal** acts as a major connecting link among the management, university and the faculty.
- ➢ He is a fellow in the Punjabi University syndicate.
- ➢ Member of the Academic Council Punjabi University Patiala.
- ➢ VC nominee in the selection committee that selects candidates for posts in various colleges.
- ➢ Member, Association of principals of colleges affiliated to Punjabi University, Patiala.
- ❖ **Leadership by the University**
The college sends proposals to start new academic programmes. The inspection committee deputed by the university ensures the availability of academic expertise and learning resources and grants sanction. During the time of admission, the university sanctions additional seats on request for highly

sought after courses. The university co-operates in issuing provisional admission, roll numbers, migration certificates, equivalent certificates etc.

6.1.6 How does the college groom leadership at various levels?

- ❖ The college has produced numerous officials that have served or are serving in other educational institutes.
- ❖ Students are encouraged to participate in various curricular & extracurricular activities to enhance/ inculcate leadership qualities. Volunteers of NCC, NSS are groomed for leadership
- ❖ The faculty members with potential at the middle level are identified and trained by entrusting them with the responsibilities. The committees are constituted with a judicious mix of junior and senior members so that the juniors not only imbibe work culture but learn from experienced seniors and are groomed for leadership.
- ❖ Any achievement of faculty members is notified to all and duly appreciated.

6.1.7 How does the college delegate authority and provide operational autonomy to the departmental/units of the institution and work towards decentralized governance system?

- ❖ The college is organized into various committees, departments and cells for administrative purposes.
- ❖ Operational autonomy is provided to the departments during merit-based admission, seminars & other modes of continuous evaluation and curricular management.
- ❖ Other co-curricular departments are also free to work individually. The leadership provides guidance where ever required along with financial support.

6.1.8 Does the college promote a culture of participative management? If 'yes', indicate the levels of participative management.

- ❖ The participative management is operative in the institution. Perfect coordination exists between the Principal and the Management, Principal and Staff etc. The institution understands that substantial value can be created by sharing of ideas among employees. Representatives of faculty members are associated at every stage of decision making be it social or economic or personnel related.
- ❖ Separate committees are formed to manage recruitment & selection, grievances redressal, work distribution, welfare

schemes, academic and extra-curricular results, teaching-learning and financial resources.

- ❖ Faculty members participate in meetings with management at top level.
- ❖ Heads of departments co-ordinate for any new organizational change.
- ❖ IQAC ensures participation of teaching & non-teaching staff.
- ❖ For college functions on campus, members of non-teaching staff and students are included in different working committees with the staff.
- ❖ Participation is also ensured through schemes like electronic messaging and reduction in use of paper.
- ❖ Heads of various departments ensure participation of other members & act as their representatives in various meetings.
- ❖ Financial participation is assured through Bursar & other purchase, stock or disposal committees.

6.2 Strategy Development and Deployment

6.2.1 Does the institution have a formally stated quality policy? How is it developed, driven deployed and reviewed?

The quality policy is enshrined in the vision & mission of the college. It is developed, deployed and reviewed during each academic year after thorough consultation.

Self-Reflective Instances of Quality and Work Ethics

- ❖ There is a regular increase in the strength of the college. The enrolment ratio is much more in highly demanded courses and the college obtains increase in the sanctioned strength of students.
- ❖ Certificate courses are much liked by students.
- ❖ Most of the students clear NET examination and many have sought jobs as government school teachers.
- ❖ The college supports needy students financially. Most of the students in B. A. & other courses avail fee concession every year.
- ❖ Participation of cadets of NCC in many national camps and parades on National occasions fosters Zeal of patriotism.
- ❖ Volunteers of Red Cross and NSS contribute to the social welfare by participating in mandatory camps and sensitizing others through awareness programmes.
- ❖ The Quiz teams and the Dramatic actors continuously bag prizes in Zonal festivals.
- ❖ Students of commerce, science and computer applications regularly take up projects to develop their creativity and efficiency to work in teams.

- ❖ Stress is laid on bringing new courses and innovative teaching techniques.
- ❖ Collaboration with industry & perspective employers prepares the students for vocation and global competency.

6.2.2 Does the institution have a perspective plan for development? If so, give the aspect considered for inclusion in the plan

The perspective plan for development is manifold. Before the onset of every academic year i.e. during the summer vacation, a policy is laid out to emphasize on the following points:

- ❖ Stress on admission based strictly on merit.
- ❖ Growth as increased number of students.
- ❖ Bringing some new courses including Certificate courses.
- ❖ Preference to NET qualified candidates for recruitment as teachers.
- ❖ Use of innovative techniques in admission, evaluation & monitoring.

The college also sets some long term goals apart from yearly objectives listed above.

Category	Plan
Teaching Learning	1. The college will boost success in competitive examinations . 2. Stress on innovative teaching methods. 3. Motivation and support to students weak in some subjects. 4. Stress on teaching methods with audio-visual aids. 5. On campus faculty enrichment programmes. 6. Separate reading hall in library . 7. Online procedure for internal examination.
Research and Development	1. Departments to indulge in more research oriented activities. 2. Stress on more number of minor as well as major research projects. 3. More seminars and workshops. 4. Encouraging more faculty members to pursue Ph.D.

Industry Interaction	1. Strengthening placement cell.
Community Engagement	1. Orienting NSS, Youth Club and Red Cross society towards goal-oriented Programmes. 2. Discussion on community issues in all departments. 3. Bringing more alumni.
H. R. Planning & Development	1. Inviting eminent resource persons to the college. 2. Intensive leadership training programmes for faculty. 3. Stress on goals of higher education and distinctive programmes like Gender studies, Human Rights etc. 4. Further counseling activities for students.
Infrastructure	1. To have more ICT enabled smart classrooms. 2. To build a language lab . 3. To complete construction of auditorium. 4. Construction of separate library department. 5. Wi-Fi facility for whole campus. 6. Addition of Conference Room. 7. Improvement in Laboratories.

6.2.3 Describe the internal organizational structure and decision making process.

❖ The internal organizational structure comprise of Deans, departments and committees. Decision is never unipolar. These are separate committees to decide on various matters. A separate committee is formed to deal with miscellaneous cases.

❖ The organizational structure is decentralized and both the upward & the downward communication are ensured besides lateral suggestions. The proposed plans are discussed; fine tuned and then implemented keeping in view the future hurdles and available resources.

❖ The institution aims to offer holistic education & lays stress on academic excellence, employability and leadership with social commitment. The college formulates its objectives in the annual report and these are regularly reviewed and revised.

**6.2.4   Give a broad description of the quality improvement
strategies of the institution for the following**

<u>**Quality Improvement Strategies**</u>

- ❖ **Teaching and learning:** To improve teaching and learning,
  academic committee decides about the curricular aspect and
  improvement in the basic infrastructure required for TL process.
  House examination and continuous evaluation aim at improving
  quality. Students who fail to clear the qualifying examination are made
  to appear again in house exams. Remedial classes are arranged for
  weak students.
- ❖ **Research & Development:** NIL
- ❖ **Community Engagement**
- ➢ The institution arranges donations for mass marriages.
- ➢ Blankets, sewing machines were distributed to the needy on different
  occasions.
- ➢ Staff members regularly contribute to Relief Funds during
  natural calamities like Nepal earthquake.

- ➢ **Camps organized by NSS**

Year	Villages Adopted	Activities Done
2010-11	Nangal	1. Educating the aged & downtrodden
2011-12	Karamgarh 6	2. AIDS Awareness
2012-13	Thullewal	3. Cleanliness drive etc.
2013-14	Hamidi	

- ➢ **Activities of Red Cross**

Year	Activities
2013-14	1. Exhibition on AIDS Awareness, Drug De-Addiction, Blood Donation 2. AIDS Awareness drive

❖ **HR Management:**

➢ **T**he faculty undergoes various training & development programmes in terms of seminars/ workshops/ interaction as resource persons, orientation & refresher courses. There are many welfare schemes for them.
➢ The poor and needy students are helped by faculty, given concession in fee structure.
➢ The irregular students are warned continuously to associate them with regular TL process.
➢ The meritorious students are guided to avail various scholarships & other benefits. They are also given certificates of appreciation on bagging merit positions.

6.2.5 How does the head of the institution ensure that adequate information (from feedback and personal contacts etc) is available for the top management and the stakeholders, to review the activities of the institution?

❖ The head of the institution acts as an intermediary between the top management and the stakeholders as to ensure flow of information between the two.
❖ The principal collects information from other sources such as members of local managing committee, alumni, faculty, parents, students and local clubs. The later visit him frequently whenever they need solution to any problem.
❖ Feedback is collected from alumnae to obtain information on the number of students that go for higher studies, find profitable employment and their opinions about the academic programmes they underwent while in college overall.
❖ Feedback is gained during farewell programmes organized by departments.

6.2.6 How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?

The faculty members are given charge for various committees by rotation to ensure transparency, effective functioning and effective use of intellectual resources. Despite participative management it helps in two way enrichment i.e. of the faculty and the institution and catalyses the growth process.

6.2.7   Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.

Resolutions made by the management council last year:
- ❖ In its meeting the management resolved that a new modernized building will be constructed for library soon.
- ❖ NAAC team will be invited for assessment.
- ❖ Better interaction will alumni will be strengthened.
- ❖ ICT enabled classrooms will be prepared.

6.2.8   Does the affiliating university make provision for according the status autonomy to an affiliated institution? If 'yes' what are the efforts made by the institution in obtaining autonomy?

Punjabi University does not accord status of Autonomy to its colleges. It, however forwards the proposals of the colleges to the UGC. In a letter received from joint secretary UGC dated June 2010, it has been stated that autonomous status to a college is granted based on the no objection given by the affiliating university with the concurrence of the respective state government and subsequent approval of the UGC, initially for a period of six years.

6.2.9   How does the institution ensure that grievances /complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholder relationship?

- ❖ **Grievances Redressal Cell**
  Overall well being of students and personnel at the campus is an important concern and therefore mechanisms to address and redress grievances are maintained through a proper procedure.
- ➢ The principal is accessible to share the concern of any member of teaching / non teaching staff.
- ➢ Parents share their grievances with the teachers with the intervention of the principal.
- ➢ After analyzing the problem, corrective actions are initiated.
- ➢ Staff members are counseled by the principal and senior faculty, students are referred to counseling cell where as gender related issues are sent to Women's grievances Redressal cell.There is a separate cell for redressal of grievances of women employees and girl students. This cell continuously advises girls in various matters, resolves issues and takes up their problems to the leadership and institutional head that is accessible to share their concerns all through the year.

❖ **Gender sensitivity**

Gender sensitivity is ensured by having female members on board. Despite that, staff secretary and deputy staff secretary offer help in routine matters and involve members from both the sexes.

Gender sensitivity is maintained by increasing the number of women employees.

6.2.10 During the last four years, had there been any instances of court cases filed by and against the institute? Provide details on the issue and decisions of the courts on these?

The institution has an appropriate way of functioning and hardly a need arises to take any matter to the court. Local level disputes are settled involving principal and senior faculty members. Still a few court cases are there related to Gratuity, P.F. etc. The court cases are related to the demands, salaries and gratuity of a few employees. The detail of court cases is as under.

Sr. No.	Writ Petition No.	Petitioner	Latest Position/ Date of Hearing
1.	12480 of 2013	Management Committee of Guru Gobind Singh College Sanghera .	Case status pending and next hearing is on 02-07-2015

There are no other cases pending against the institution.

6.2.11 Does the Institution have any mechanism for analyzing student feedback on institutional performance? If 'yes', what was the outcome and response of the institution to such an effort?

- ❖ The feedback is obtained through a questionnaire prepared for the purpose that assessed performance of teachers as per aspects related to curriculum, teaching methods, behavior in the class, availability and eagerness to solve problems.
- ❖ The data is analyzed and principal provides personal counseling to teachers who are fresher's or face emotional problems for better functioning.
- ❖ Teachers also collect information through personal interaction and pass it on to the authority for changes and betterment in handling of curriculum, infrastructural facilities and student support services.

❖ Feedback is generated from the students. (A sample of the feedback performa is attached. See Annexure-IV)

Most of the students rated the their teachers as excellent in all respects, 20 % find them good, 2 % find them average, and less then 1 % categorize them as poor. The institutional head, however, stress on improvement among staff members to be globally competent.

6.3 Faculty Empowerment Strategies
6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non-teaching staff?

The institution allows the faculty members to go for training in terms of various courses organized by university. The teachers are free to attend/ organize various seminars or workshops. The non-teaching staff members are also encouraged to attend workshops. The teachers also attend short term, add-on courses on methodology, professional courses, human rights etc.

6.3.2 What are the strategies adopted by the institution for   faculty empowerment through training, retaining and motivating the employees for the roles and responsibility they perform?

❖ The teachers attend orientation/ refresher courses, summer/ winter schools, workshops, seminars at local , national and international levels, participate as resource persons, invite eminent scholars for extension lectures, publish, send research proposals, books and articles and the institution supports, motivates and guides them for all these activities.
❖ The employees are motivated for their roles and responsibilities by appreciating them through circulars and staff meetings and ensuring their co-operation in various committees.
❖ Strict action is taken for negligence in duties and teachers are warned through office memos.
❖ Personal files are regularly maintained and updated.
❖ Teachers are given roles as per their interests.

6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

There are mechanisms for performance appraisal system of the staff to evaluate them. They are evaluated on the basis of their performance while teaching, learning evaluation. They are assessed on basis of following points.

1) Innovation in teaching learning methodologies.

2) Updating of Subject content.

3) Use of Multimedia like power point etc.

4) Examination duties performed.

5) Co-curricular activities.

6) Contribution to various committees of the college.

7) Participation in conferences, seminars etc.

The teachers are asked to fill their API scores / Performa and are given due weightage for their performance after verification. Information on multiple activities is appropriately captured and considered. About 8 proformas have been sent during the past four years for the performance based appraisal system for promotion to the grade of Assistant or Associate professor.

6.3.4 What is outcome of the review of the performance appraisal reports by the management and major decisions taken? How are tcommunicated to the appropriate stakeholders?

While granting increments, placements in higher grades etc., due consideration is given to the Appraisal report. The staff members are encouraged to improve upon the paints where they are lagging and excellent achievements of the staff are given due recognition.

- ❖ The principal and the management play an important role in the performance appraisal of the staff. Upgradation of pay scales is done on the basis of the performance appraisal reports. Continuation of service of temporary /contractual staff is also based on the review of performance appraisal.

- ❖ Performance appraisal meetings are held by the management with members of the faculty where academic result of the institution is discussed. The management gives guidelines for improvements which help in the growth of the institution.

- ❖ Special achievements of the staff members are lauded by the Principal and the staff in the staff meetings.

- ❖ Achievements of the students and the staff are recorded in the college magazine Gobind Gaurav..

6.3.5 What are the welfare schemes available for teaching and non-teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?

❖ **Welfare schemes for staff**

The College aims to ensure better work efficiency and job satisfaction by providing appropriate facilities to its employees.

➢ The college provides timely salaries and benefits as per UGC norms & management rules. Even the temporary staff is provided a high salary.
➢ The welfare schemes are operational in providing safe and clean work environment.
➢ There is provision of proper ventilation and lighting, air conditioners in offices and staff rooms, notice boards at important placesand clean urinals and RO's.
➢ ESI facility to temporary employees.
➢ Guaranteed annual wages.
➢ Maternity leave.
➢ Medical leave.
➢ Tuition aid benefits.
➢ Reservation of seats for teacher's ward.
➢ Festival bashes to non-teaching temporary staff.
➢ Letters of appreciation to efficient and dedicated employees.
➢ Friendly greetings on occasions.
➢ Refurnishing of cabins and departmental rooms.
➢ Uniforms are distributed to Class IV staff.

6.3.6 What are the measures taken by the institution for attracting and retaining eminent faculty?

❖ The institution accords fair treatment to both aided and self-financed faculty in terms of sharing of administrative responsibilities.
❖ Service rules are employee friendly.
❖ Periodic revision of pay is done for temporary teachers.
❖ The institution advertises posts in the reputed national dailies as per the needs of various departments after seeking approval from the management. A selection committee is formed before the interviews and it has representatives of MC and staff besides subject experts and the principal..
❖ The college offers a good salary especially to candidates who have cleared NET/ SLET/ GATE etc.
❖ The college issues them experience certificates that posses great value in the region.

6.4 Financial Management and Resource Mobilization

6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?

❖ Budgetary provisions are analyzed and approved every financial year by the MC.

❖ The fee structure is as per university norms.

❖ Payments are made by cheque and are thoroughly screened.

❖ Purchase is done after inviting quotations and payments are done after receiving goods or verifying their workability.

❖ Salaries are deposited directly in accounts. Cheques are issued in a few cases.

❖ Bills are checked by the Burser, Supdt. Accounts and the clerk before passing.

❖ Committees approve tenders for building / contracts for Canteen, etc., operating within the campus.

❖ Concerned departments at first make a proper demand in writing for the requirements of apparatus, equipment, repair etc to the principal. The bursar and the principal scrutinize the application and direct the office concerned to invite quotation of reputed concerns/ companies/ suppliers. On getting quotations, these are analyzed by quality and finance experts and finally purchased upon sanction from the principal. After that other formalities are completed like stock entry & the records are maintained.

❖ The college appoints bursar from the existing faculty. The charge of the bursar is given on rotational basis. The bursar goes through all the income/ expenditure statements/ bills/ cheques/ salary statements and balance sheets.

6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.

The college has a provision for internal and external audit. The internal audit is performed by the accounts branch & then it is get done by a CA. The external audit is done by a registered audit firm and the firm is selected by the management.

❖ All accounts of the college are audited regularly and no major audit objections have been raised. The Finance Department, Barnala raised some objections regarding recovery under various heads and these all have been settled.

Audited Income & Expenditure Statement

Year	Liabilities	Assets	Loan & Advances	Grants	Current Liabilities	Current Assets
2010-11	4739910.31	4035824.40	339016.10	3888923.00	1079946.40	1228999.50
2011-12	2314910.31	3959181.40	346519.80	3251457.00	619854.40	830877.31
2012-13	Nil	11475831.40	6249985.49	1715345.00	6816798.40	7839729.31
2013-14	450000	15324995.40	7789749.80	9395763.00	1762548.00	921299.30
2014-15	Nil	25230792.40	10783008.00	21408890.0	674705.00	864245.15

The detailed statements and balance sheets are enclosed (See Annexure - VI)

6.4.3 What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with the institutions, if any.

The institution generates income through fee structure (See Annexure - VII). Apart from this, it receives 95% grant-in-aid in respect of sanctioned posts from the state govt.

❖ UGC grants are also utilized every financial year. These includes grants for development grants, grants for swimming pool and auditorium & other infrastructure, grant as per 5 year or 10 year plans, books and journals, languages, remedial classes, instrument, education for backward classes and other discretionary grants. Details of plan grants received from the UGC during Eleventh Plan are attached (Annexure - VIII).

❖ The corpus of balance or the surplus is carried forward to the next financial year.

❖ **Deficit Management -** Deficit, if any, is borne by the management.

❖ **Audit reports & balance sheets** - The audited reports and balance sheets indicating income, expenditure and surplus of the previous four years are attached with this report. There is no reserve fund available.

6.4.4 Give details on the efforts made by the institution in securing additional funding and utilization of the same (if any).

❖ The college secures some sponsors for a few events like alumni meet, seminars and workshops organized, events organized by departmental committees.

However the amount received is quite small and it utilized for contingency
expenses.
❖ Donations are available from local sources.
❖ The college was also given money from MP fund in the year 2011-12. The college generated extra income as per the following sources.

Financial Year	Grant Received From DPI(C). Pb. CHD.
2010-11	1718923/-
2011-12	3251457/-
2012-13	7972950/-
2013-14	9070763/- {6461443/-(95% grant)+ 2609320(Grant Aid of SC Student)}=9070763
2014-15	14608890/- {3427485/-(95% grant)+11181405(Grant Aid of SC Students)}

6.5 Internal Quality Assurance System (IQAS)
6.5.1 Internal Quality Assurance Cell (IQAC)
   a. Has the institution established an Internal Quality Assurance Cell (IQAC)? If yes, what is the institutional policy with regard to Quality Assurance and how has it contributed in institutionalizing the Quality Assurance processes?
   b. How many decisions of the IQAC have been approved by the management/authorities for implementation and how many of them were actually implemented?
   c. Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.
   d. How do students and alumni contribute to the effective functioning of the IQAC?
   e. How does the IQAC communicate and engage staff from different constituents of   the institution?

❖ The IQAC was constituted in the 2014 (10th April, 2014). It includes principal as chairperson, senior administrative members from faculty,

teachers, members from management and local committee. It has contributed fruit-fully to the improvement in quality of faculty development, teaching learning process etc.

❖ The decisions of IQAC like CCTV camera at the gate.
❖ . The decisions are taken only after considering various aspects and discussion with its members regarding any new change introduced to enhance the quality of the persisting system.
❖ There are no external members in the IQAC.
❖ Students contribute to its effective functioning by proper feedback and suggestions. Alumni members meet head of institution and the college utilizes such intellectual resources.
❖ The principal is the head of IQAC; he engages staff from different constituents according to their potential.

6.5.2 Does the institution have an integrated framework for quality assurance of the academic and administrative activities? If yes, give details on is operationalisation.

Yes, the institution has an integrated framework for quality assurance of the academic and administrative activities. Various committees like library committee, purchase committee work according to the quality policy of the college leading to achievement of the vision of college to produce true and noble talent. The academic quality is ensured by organizing seminars, sending teachers for training, supporting students for excellence in university merit, providing internet & library facility and recruitment quality teachers.

6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If yes, give details enumerating its impact.

The college is for effective implementation of quality assurance procedures because the quality improvement of both teaching & non-teaching staff would ensure the enhancement of quality in every field. Various seminars and workshops are organized by different departments. Upgradation of use of IT infrastructure by the staff has been implemented which is helping teachers & students to perform their duties in a better way.

❖ Regular counseling is provided by heads and senior faculty members.
❖ Remedial programmes.
❖ Several new proposals regarding seminars are sent this year to UGC.
❖ Assistance to differently abled students.
❖ Teachers motivate advance learners for use of internet, reference books etc.

❖ Best practices of departments are highlighted.

6.5.4 Does the institution undertake academic audit other external review of the academic provisions? If yes, how are the outcomes used to improve the institutional activities?

Whenever the college introduces a new course, Punjabi University sends a team of experts for conducting the academic audit. They minutely observe the infrastructural facilities, teaching facilities and the no. of hours set for study for that particular course. They also suggest further changes or improvements that can be made for its betterment. All the major recommendations of the inspection committee are taken into consideration. Library is enriched, eligible candidates are selected, equipment is purchased and other. recommendations are also implemented. After declaration of final exam results, these are analyzed & discussed by MC members.

6.5.5 How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?

UGC has prescribed the minimum no. of working hours. Our time table committee makes sure that all teachers get their workloads accordingly. The stay of teachers, promotions are after fulfilling UGC criteria.
All the internal quality assurance mechanisms are aligned with Punjabi university.

6.5.6 What institutional mechanism are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?

The institution has the following mechanism to review the teaching learning process.
   ❖ Attendance is compulsorily taken in each lecture and lecture shortage is calculated (if any) for students and discussed with his/ her parents for its maintenance time to time.
   ❖ Courses are completed well before the exams to ensure class preparation and practice
   ❖ Assignments are given to students in subjects where required.
   ❖ Students are given training in practical labs.
   ❖ Needy students are given special attention.
   ❖ Feedback from students.
   ❖ Principal's interaction with staff & students. ™ Plan for online evaluation.
   ❖ Reviewing of performance committees.

6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and exteral stakeholders?

The faculty or the principal discusses the problems with the various committees and IQAC which render their help through their valuable time and suggestions which could take the institution to newer heights. The policies are communicated to management, alumni, parents and staff during different meetings and interactions.

CRITERION VII: INNOVATIONS AND BEST PRACTICES

The college has adopted so many innovative ideas and new practices to further the cause of academic excellence. The college lays greater emphasis on environmental awareness and to sensitize the students and the society about various issues. The college always strives for improvement of internal quality by equipping the students with the latest technological aspects. Some of the practices followed by the college so far are listed below:

7.1 Environment Consciousness

7.1.1 Does the institute conduct a Green Audit of its campus and facilities?

No, the College has not yet conducted any kind of Green Audit of its campus and facilities. Tree planting is carried regularly by the NSS unit of the college. various. In addition to this, use of CFL is being promoted on an increasing basis in the offices and classrooms.

7.1.2 What are the initiatives taken by the college to make the campus eco-friendly?

❖ **Energy conservation**
❖ **Use of renewable energy**
❖ **Water Harvesting**
❖ **Check dam construction**
❖ **Effort for Carbon neutrality**
❖ **Plantation**
❖ **Hazardous waste management**
❖ **E-waste management**

The college is undertaking many steps for making the campus and its surroundings eco-friendly. So far following measures have been taken in this regard:

❖ **Energy conservation**
The college is taking various steps for the conservation of energy by adopting various energy saving measures and devices. Some of the steps are as follows:

➢ **Promotion of cycle**: The College has started a novel idea to popularize cycling among the students. The students are motivated to avoid use of petrol driven vehicles and to use cycle instead. To popularize the use of cycle among the students the college has waived parking fees on cycles by 100%. This venture of the college has been taken positively by the students and their

parents as well as is clear from the increase in the number of students using cycles. Increased use of cycles by the students is yielding manifold benefits namely, health fitness of the students, saving of petrol and precious foreign reserves, check on pollution, a cleaner environment and above all a step towards simplicity.

➢ **Use of Natural Light, CFL's and low power consuming gadgets:** Buildings of the college are well ventilated with glass windows to allow maximized natural lighting. It helps in conservation of electricity. Still the College has installed CFLs. Lights and fans are switched off by floor peons, staff and students after completion of the classes so that the use of electricity can be minimized. However, while making the fresh purchases fans and other electrical gadgets, low power consuming items are selected. It helps in energy saving.

➢ **Use of LCD's and LED's**: Almost all the computers installed in the college including the systems installed in the Principal's office, library, different sections of the College office, Faculty rooms, and various teaching Departments are equipped with LCD monitors to reduce the usage of electricity and to minimize the risk of radiations. It also helps in conservation of electricity and protection of the environment.

❖ **Use of renewable energy:** Keeping in minds the shortage of traditional energy, the college has started use of renewable energy in a phased manner as an attempt to save energy and protect the environment.

❖ **Water harvesting**: As this area falls in the vicinity of Malwa with very small amount of rainfall, there is little scope of rainwater harvesting. It is neither technically feasible nor economically viable. Therefore we have not moved in this direction. However, the vast green areas absorb maximum water during sparse rains.

❖ **Check dam construction:** There is no river flowing in this area as such there is no scope for construction of any dam. Therefore, this point is not applicable to our institution.

❖ **Efforts for carbon neutrality:** As the carbon generation is posing a threat to our environment, the college is conscious of this problem and suitable steps are being taken to avoid carbon generation and to neutralize the carbon generated as far as possible.

➢ The students are advised to submit their projects and assignments on hand written sheets. It saves a lot of carbon emission cost by lessening the use of cartridges in Photostat machines and printers.

- ➢ As the colored ink in printers emits larger amount of carbon therefore colored printing is generally avoided. Instead the students are advised to paste pictures and graphs already printed in newspapers and magazines.
- ➢ Almost all office work is computerized and minimum prints are taken. Most of the notices and circulars are sent to staff via mobile phones, messages and e-mails.
- ➢ The college has been declared No-Smoking Zone.

- ➢ **Recycling of waste material and garbage**: The College produces a lot of waste material by collection of tree leaves, cutting and pruning of trees, cutting of grass and alike. Earlier such waste materials were simply thrown away and burnt when dried. But now, the practice has changed, all the organic waste is collected and systematically sorted out and it is made to decompose by burying the waste material underground so that it is converted into manure which is again used in the flower beds and lawns in the college. Other type of garbage is also collected and disposed off in such a way that it does not create any pollution. Sufficient number of dustbins has been provided in the college campus for this purpose. Moreover, there is 100% ban on burning of any type of garbage or waste material.
- ➢ **Paper saving drive:** The College has taken a lead to educate the students as well as its staff to save paper by minimizing its use. For this purpose, the students as well as staff members are advised to use mobile phones and internet devices to communicate among each other and to transfer information. One sided paper sheets are reused to make full use of paper and to minimize the use of fresh paper. All the notices and circulars to staff members are sent via e-mail or message on mobile.

- ❖ **Plantation:**
- ➢ **Tree plantation and protection**: The College through its NSS unit's plants a large number of trees on the campus as well as at the adopted sites during regular camps and the local people are motivated to take care of these plants and protect them. The students from various schools are entrusted with this job and they're given incentives in the form of stationery and books according to the number of trees protected by them. This also helps to create a sense of belongingness among the younger generation and their concerns for a clean environment. Tree plantation is a regular feature of the college to maintain the eco-system.
  We have planted a variety of trees in the college, which have contributed to the beauty and greenery of the campus besides effecting carbon neutrality in the campus.

- To create consciousness and awareness among the students and people living in the neighborhood of the college regarding the importance of a balanced environment, the NSS and NCC units, Red Cross and the Dept. of Sports and Physical Education have been playing an active role. This has been done through organizing lectures, seminars, slogan writing, competitions encouraging making of new things out of waste, rallies.
- **Tree censu**s: The College has started tree census on its campus. All the young and mature trees are counted and numbered by putting a number plate on every tree, if any tree is removed when it gets saturated or damaged due to storm or white ants, the replacement is done immediately.

- **Environment awareness among people who come for walking in the**
  campus: A large number of people come to the college ground and lawns for morning and evening walk. Sufficient numbers of display
  boards have been installed to educate them not to spoil the beauty and
  environment of campus. A novel idea has been put into practice to
  discourage the people from plucking flowers by displaying the following near the flower beds.
- ❖ **Hazardous waste management**: With the change in technology and life style, there is increase in the use of hazardous waste materials especially the packing material coming in the shape of polythene and other non-biodegradable materials. However, this has not become a serious problem in our college as no hazardous chemicals are used. However, the existence of the problem cannot be denied. The college is well aware of the problem and its consequences.
  Therefore the following steps have been taken to deal it
  - **Ban on polythene and other bio non-degradable materials**: We've started an intensive campaign to check the use of polythene and other bio non-degradable materials. The students are advised not to make use of packets and envelops made of these materials. They are motivated to use paper bags, fabric bags and containers made of other bio degradable materials. Students are also advised to avoid use of such materials off campus.
  - Sufficient numbers of dustbins are kept at each floor of the campus for safe deposition of all the waste material including so called hazardous waste. All the garbage is collected and suitably disposed off.

> ➢ **Drive against fast food and dead food**: As the fast food and the dead food like noodles, burgers, pizza, Manchurian, chips, kurkure, packaged bottled water and beverages are creating a health hazard and threatening our present generation, the college has taken a lead to educate the students against the use of these foods and to shift their choice to the Indian whole foods which are cheaper, health friendly and eco friendly.
>
> ➢ **E-waste management:** e-waste is not a problem with our college. It exists only in the shape of used CD's, DVD's, printer cartridges and that too in a small amount. With the increasing use of e-mail and pen drives, the use of CD's and DVD's has become almost negligible. The printing cartridges are reused till they become nonfunctional. As such we are having an efficient e-waste management programme.

7.2 Innovations

7.2.1 Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the college.

During the last four years the College has taken many innovative steps for smooth functioning of the College. Some of them are presented below:

❖ **Innovations in Admission Procedure:**
  ➢ Manual admission procedure is replaced by computerized system.
  ➢ The admission process is completed on the spot as the student are allotted roll number, section on the spot and identity cards are also issued at the same time.
  ➢ Orientation for the newly admitted students of the college is an annual feature.

❖ **Innovative Infrastructure Facilities:**
➢ Construction of a new auditorium and swimming pool.
➢ Upgradation of laboratories.
➢ Upgradation of library.
➢ Establishment of internet connectivity in different segments of the College.
➢ Most of the Blackboards are replaced by white boards, green glass boards and computers with projectors.
➢ Installation of audio system in the college campus for making announcements.
➢ Audio system in the seminar hall has also been installed.
➢ CCTV cameras have been installed for centralized surveillance over and above the security staff on duty for 24 hours.

❖ **Innovative Strategies in Research, Consultancy and Extension**
➢ Organizing/participating in-campus and off-campus extension and outreach programmes through the NSS unit, NCC unit, Red Cross, RRC of the college.

➢ Power point presentations are a regular feature for post graduate students.

❖ **Innovative Strategies in Governance and Leadership:**
  ➢ Counseling of parents and students before admission in order to help the students to choose the stream according to their interest and ability.
  ➢ Our students belonging to weaker sections of the society are allowed to pay fees in easy installments.

❖ **Innovations in teaching methodology:**
  With the change in environment all around and keeping in mind the future challenges, a number of new ideas and techniques have been put into practice so that the students are equipped sufficiently to meet the challenges of future. Some of the novel ideas adopted are mentioned below:

➢ **Change in the method of teaching**:
  There has been a shift from the traditional classroom teaching to a and technology based methods of teaching and learning. The use of projectors is made for teaching through power-point presentations. The students are given assignments on specific chapters and they are made to teach a particular chapter in the class. The other students are motivated to put questions on that topic and to supplement the presentation. This helps the students to prepare for self study as well as to improve their communication skills in general and in group discussions in particular. In addition to, thorough understanding of the topic, the students gain a lot of confidence too.

➢ **Feedback and suggestion scheme:**
The students are motivated to express their views on the working of the college in general and the administrative staff, the teaching staff, the college library, the laboratories, canteen, parking lot and other facilities in specific. A suggestion-cum-complaint box has been placed in the college which is within the approach of all the students. The suggestions/complaints received from the students are handled by a committee comprising of four senior teachers and suitable action is taken where needed.

➢ **Teachers' feedback:**
  The students are also motivated by staff members to assess their performance in the classrooms and to provide feedback. The students are asked not to mention their names or identity on the feedback sheet. They're free to comment on the teaching methodology as well as general behavior of the teacher inside and outside of the class.

➢ **Assignments:**

In order to supplement the classroom teaching and to provide sufficient
study material to the students, the college has started a practice of giving assignments to the students. This helps the students to understand the subject thoroughly and prepare for the examination in a better way.

7.3   Best Practice

7.3.1   Elaborate on any two best practices in the given format at page no. 98, which have contributed to the achievement of the Institutional Objectives and / or contributed to the Quality improvement of the core activities of the college.

The College has adopted various practices for improvement in its quality and to equip the students with the ability to face the challenges of modern life. They are sensitized about the society in general and certain segments in particular. Some of thesepractices are mentioned below:

Best Practice - I
- ❖   **Title of the Practice:**
- ❖   **Goal:**

Pollution is becoming a serious problem day by day not only for individuals but for the society and the world as a whole. The changing life styles are resulting into more and more pollution as people are using power driven gadgets resulting into excessive emission of carbon and other effluents in the environment. With a view to check this problem, the college has taken an initiative to popularize the use of cycle by students in the first phase. The scheme will be extended to the staff members also. The aims of the scheme are namely saving of money, health fitness, saving of fuel and precious foreign exchange, protection of environment and reduce accidents.
- ❖   **The Context:**

In these days, it is not easy to conceive and to implement a new scheme because everyone is exposed to a wider view of the world. People have access to all the information and the inflow of money in the hands of a sizeable section of society is increasing day by day resulting into increased purchasing power of the people. The availability of easy finance from banks and other agencies for purchase of consumer durables has made it easy for most of the people to go in for purchase of motor cycles, cars and other comfort zone items. The exposure by electronic media and internet has added fuel to the fire and the life style of the people is changing very drastically. Everybody is pushing forward towards a comfortable zone. As such financial and environmental problems are cropping up besides increased stress and strains. In such an environment,

it becomes our prime concern to address some of these problems and this scheme is certainly a step in this direction.

❖ **The Practice:**

The College has started a novel idea to popularize cycling among the students. The students are motivated to avoid use of petrol driven vehicles and to use cycle instead. To popularize the use of cycle among the students the college has waived 100% parking fees on cycles. This venture of the college has been taken positively by the students and their parent as well as it is clear from the increase in the number of students using cycles. Increased use of cycles by the students is yielding manifold benefits namely, health fitness of the students, saving of petrol and precious foreign exchange reserves, checking on pollution, provides a cleaner environment, reduced chances of accident and above all a step towards simplicity. As the scooters and motor cycles create a lot of noise and emit poisonous gases resulting into pollution of the environment, the use of cycle removes this serious problem. As a result of this, the campus remains clean and there is reduced noise.

Though the scheme is well conceived and implemented but there is a lot of hesitation among the students to adopt the scheme. Easy money with the parents and an effluent economic status becomes a discouraging factor for the popularization of the scheme. Moreover the students give a plea that there is wastage of time as it takes longer time when they use cycles. Above all their life styles and social status becomes a hindrance in accepting this scheme. Keeping in mind all these factors the college is trying its best to persuade the students through proper education and counseling in popularizing this scheme.

❖ **Evidence of Success:**

Awareness scheme is proving very successful with the increasing number of students shifting to cycles in place of petrol driven two vehicles. Particularly the students coming from nearby areas have stated using cycles as the time gap is not much. However, the students are being educated to manage their time properly and to save the time from other . This scheme is being reviewed from time to time and it has been found that it will give good results in future. The students who have adopted this scheme and their parents are happy as they are getting all the benefits above.

❖ **Problems encountered and resources required:**

This scheme does not require any financial burden or extra manpower rather it saves a lot of space in the parking area. The only problem is to motivate the students and change their mindset so that they are prepared to shift from petrol driven vehicle to cycle. Keeping in mind the positive response from those who have adopted this scheme, the college is encouraged to take further steps to popularize this scheme and to

extend it to more and more students by giving them additional incentives.

Contact Details

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DEPARTMENT WISE INPUTS

DEPARTMENT OF ENGLISH

1. Name and address of the department   : ENGLISH

2. Date of establishment of the Department   :   1972

3. Name of the different programmes by the Department : (Level of study = U.G. /P.G. /M.Phil. /Ph.D. /Certificate /Diploma/ P.G. Diploma) offered by the Department together with the details required below:

Programme	Level of Study	Student strength
B.A. I	U.G.	991
B.A. II	U.G.	677
B.A. III	U.G.	505

4. Names of the Interdisciplinary courses and the Departments involved: No

5. Annual/Semester based credit system:

Programme	Level of Study	System
B.A. I	U.G.	Semester
B.A. II	U.G.	Annual
B.A. III	U.G.	Annual

6. Participation of the department in the courses offered by the other department :   Yes

7. Courses in collaboration with other universities, industries, foreign institution: No

8. Details of the courses/programmes discontinued   No

9. Numbers of teaching posts :

Post	Sanctioned	Filled
Assistant professor	03	03

10. Faculty profile with name , qualifications, designation, specialization:

S. No	Name	Qualification	Designation	No. of years of experience
1.	Mrs.Sunita Goyal	M.A(English,Political Sci),M.Ed,	Assistant Professor	5
2.	Mrs..Swarnjeet Kaur	M.A(English),B.Ed	Assistant Professor	2
3.	Mrs..Rajni Gupta	M.A(English),B.Ed	Assistant Professor	2

11. List of visiting faculty:

- Dr. P.S Romana, Regional Center,Bhatinda, Punjabi University, Patiala.
- Dr. Manmohan Singh, Regional Center,Bhatinda, Punjabi University, Patiala.

12. Percentage of lectures delivered and practical classes handled by temporary faculty(Programme wise):

Programme	Level of study	Percentage
B.A. I	U.G.	100%
B.A. II	U.G.	100%
B.A. III	U.G.	100%

13. Student-Teacher ratio (programme wise):

Programme	Level of study	Ratio
B.A. I	U.G.	1:100
B.A. II	U.G.	1:100
B.A. III	U.G.	1:100

14. Number of academic support staff(Technical) and administrative staff;
    Sanctioned and filled) :
        No

15. Qualification of teaching faculty:

	Male	Female	Total
Total number of teachers	-	3	3
Teachers with PhD as the highest qualification	-	-	-
Teachers with M.Phil as the highest qualification	-	-	-
Teachers with P.G. as the highest qualification	-	3	3
Technical Staff	-	-	-
Administrative Staff	-	-	-

16. Number of faculty with ongoing projects from a) national b) international
    funding agencies and grants received: Nil

17. Departmental projects funded by DST-: FIST, UGC, DBT, ICSSR:.   Nil

18. Research centre/faculty recognized by the university   No

19. Publications

    Publication per faculty:

 Number of papers published in peer reviewed journals (National and
 International)

	Paper Published
By faculty	-
By students	-

• Number of Publications listed in International Database (For E.g.: Web of
  Science, Scopus, Humanities International Complete, Dare Database—
  International Social Sciences Directory, EBSCO host, etc.)

 Nil

20. Areas of Consultancy : Nil

21. Faculty as members in

   (a)National Committees : nil

   (b)International Committees:nil

   (c)Editorial Boards : nil.

22. Students Projects

- Percentage of Students who have done in-house projects including inter department /Programme......   25%

- Percentage of students placed for projects in organization outside the institution i.e. in Research Laboratories/ Industry/ Other agencies 10%

23. Awards/Recognitions received by faculty: nil

24. List of eminent academicians and scientists/ visitors to the department:

  (a) Dr. P.S Romana, Regional Center,Bhatinda, Punjabi University, Patiala.

  (b) Dr. Manmohan Singh, Regional Center,Bhatinda, Punjabi University, Patiala.

25. Seminars/ Conferences/ Workshops organized and the source of funding

- National: YES**.**

- International: NO

26. Student profile Programme/ course wise: Session 2013-14 :

Name of the Course/ Programme (refer question no.4)	Application received	Selected	Pass Percentage
B.A.I	1000	933	70%
B.A.II	542	542	75%
B.A.III	317	317	80%

27. Diversity of Students:

Name of Course	Percentage of students from the same state.	Percentage of students from the other state.
B.A.I	97%	3%
B.A.II	98%	2%
B.A.III	99%	1%

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil Services, Defence, etc.?

  (a) PSTET: 6
  (b) CTET: 2
  (c) Civil Services 3:\

. Many students of our college have been working in Punjab Public Services and Punjab Police.

29. Student Progression:

Student Progression	Against % enrolled
UG to PG	10%
PG to M.Phil.	3%
PG to Ph.D.	1%
Ph.D. to Post-Doctoral	-
Employment Campus Other than campus recruitment	-
Entrepreneurship/ Self-employment	50%

30. Details of Infrastructural facilities
  a) Library :Yes

  b)   Internet facilities:
       For Staff: Yes
       For Student: yes

c)   Class rooms with ICT facility: No

d)   Laboratories: No

31. Number of students receiving financial assistance from
- College: 15%
- University: nil
- Government: 25%

32. Details on student enrichment programme(special lectures /Workshops /Seminar) with external experts:

- Two Days National Seminar was organized by the College on 17-19 March 2014 on "An Ideal Approach for an Innovative Teacher" in which department teachers and students actively participated.

33. Teaching Methods adopted to improve student learning:
- On the eve of children days . Quiz competition was held on 14th November Quiz was based on the literacy novelist, play writing and critics.

- Debate competition was held on 15th January .Topic was based on the moral values which are lacked among the modern generation.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

- Faculty and students are encouraged to participate in collaboration with other organizations in carrying out social outreach programs.
- Extra English learning programmes are organized at various levels throughout thee year.
- Language lab to be proposed to developed.

35. SWOC analysis of the department and Future Plans Is there a method of assessing the students' academic standings in order to provide enrichment?

Yes ■   No ☐

Strength:

The strength of the college may be described in terms of

- Physical resources
- Human resources
- Learning resources

Weakness:

- Insufficient numbers of class rooms and shortage of permanent faculty members in majority of the departments .

- Inadequate research laboratories and facilities for enthusing faculty members .

- Insufficient recreation facilities for faculty members .
- There is a need to improve facilities to the students both in academic and co-curricular activities.
- Limitation of opening job oriented and skill development courses for the students.
- Lack of campus recruitment facilities

Opportunites:

- To introduce job oriented and skill development, self employed courses and other emerging subjects

- To open Post Graduate classes in some selected departments

- Research and extension activities in the field of local culture natural recourses and its utilization

Challenges:

- To provide job opportunities to the degree holders

- As the college is situated in an area which is well connected with Barnala city, so it is somewhat difficult to check the meritorious students from migrating to the city to pursue higher education

- Due to the poor economic back ground of the locality it is difficult to open self- financed job oriented courses

36. Any other highlights:

- English is a compulsory subject for all students. All students of Humanities, Computer Science study this subject and emphasis is on teaching communication skills.
  But students of B.A. Arts can also have option for English Literature as one of the elective subjects in addition to English Compulsory.

- The students of English Literature have formed a literary society called 'English Literature Students' Association(ELSA)'. All the students of English Literature of three classes are its members and the teachers of the department are patrons and advisors. During session 2013-14 ELSA carried on literary activities as under:
    a) A paper reading contest was held. About 6 students belonging to various classes read papers on the topics concerning literature linguistics and criticism. There was a healthy discussion after the reading of every paper. Students as well as teachers participated in discussion. Prizes were also distributed to the winners.
    b) In February, 2013 as educational tour of about 44 and 4 teachers was taken to Chandigarh. Our teachers visited English department at Punjab University and interacted with the students and teachers of the department. They also visited library, Rock Graden and Sukhna Lake.
    c) In march, 2014 ELSA held another function in which the final year student were given a farewell.
- The teachers of this department are associated with many other activities. Mrs.Sunita Goyal, Head of the Department had been associated with the Youth Welfare Department of the college . Under her leadership the college earned name, fame and many prizes in co-curricular activities. Mrs Rajni, is the editor of English section of College Magazine 'Gobind Gaurav'.
- The department proposes to have a departmental library of about 100 books and some journals in the year 2013. It has also plan to invite Educationists, linguistics and scholars for extension lectures in the new session.

DEPARTMENT OF PUNJABI

1. Name and address of the department   : PUNJABI

2. Date of establishment of the Department   : 1972

3. Name of the different programmes by the Department : (Level of study = U.G. /P.G. /M.Phil. /Ph.D. /Certificate /Diploma/ P.G. Diploma) offered by the Department together with the details required below:

Programme	Level of Study	Student strength
B.A. I	U.G.	933
B.A. II	U.G.	542
B.A. III	U.G.	317
M.A I	P.G	42
M.A II	P.G	35

4. Names of the Interdisciplinary courses and the Departments involved: No

5. Annual/Semester based credit system:

Programme	Level of Study	System
B.A. I	U.G.	Semester
B.A. II	U.G.	Annual
B.A. III	U.G.	Annual
M.A I	P.G	Semester
M.A II	P.G	Semester

6. Participation of the department in the courses offered by the other department :   Yes

7. Courses in collaboration with other universities, industries, foreign institution: No
8. Details of the courses/programmes discontinued   No

9. Numbers of teaching posts :

Post	Sanctioned	Filled
Associate professor	02	02
Assistant Professor	02	02

10. Faculty profile with name , qualifications, designation, specialization:

S. No	Name	Qualification	Designation	No. of years of experience
1.	Dr.Jagdeep Kaur	PhD	Associate Professor	33
2.	Mr.Harbans Singh	M Phil	Associate Professor	29
3.	Mrs.Raminderpal Kaur	U.G.C (NET),Perusing PhD	Assistant Professor	21
4.	Mrs. Hardeep Kaur	U.G.C(NET)	Assistant Professor	2

11. List of visiting faculty:

- Dr. Butta Singh, Regional Campus ,Bhatinda, Punjabi University, Patiala.
- Dr. Satnam , Regional Campus ,Bhatinda, Punjabi University, Patiala.
- Dr. Harjinder Singh walia, , Punjabi University, Patiala.

12. Percentage of lectures delivered and practical classes handled by temporary faculty(Programme wise):

Programme	Level of study	Percentage
B.A. I	U.G.	100%
B.A. II	U.G.	100%
B.A. III	U.G.	100%
M.A I	P.G	100%
M.A II	P.G	100%

13. Student-Teacher ratio(programme wise):

Programme	Level of study	Ratio
B.A. I	U.G.	1:100
B.A. II	U.G.	1:100
B.A. III	U.G.	1:100
M.A I	P.G	1:42
M.A II	P.G	1:30

14. Number of academic support staff(Technical) and administrative staff; Sanctioned and filled) :

   No

15. Qualification of teaching faculty:

	Male	Female	Total
Total number of teachers	1	3	4
Teachers with PhD as the highest qualification	1	-	1
Teachers with M.Phil as the highest qualification	1	-	1
Teachers with P.G. as the highest qualification	-	2	2
Technical Staff	-	-	-
Administrative Staff	-	-	-

16. Number of faculty with ongoing projects from a) national b) international funding agencies and grants received: Nil

17. Departmental projects funded by DST-: FIST, UGC, DBT, ICSSR:.   Nil

18. Research centre/faculty recognized by the university   No

19. Publications

   Publication per faculty:

Number of papers published in peer reviewed journals (National and International)

	Paper Published
By faculty	Dr.Jagdeep Kaur(6)
By students	-

- Number of Publications listed in International Database (For E.g.: Web of Science, Scopus, Humanities International Complete, Dare Database— International Social Sciences Directory, EBSCO host, etc.)
- Monographs

- Chapter in Books-nil
  -

- Books Edited-nil

- Books with ISBN/ISSN numbers with details of publishers-

Name of Teacher (Department)	Books With ISBN / ISSN numbers with details of publishers
Dr. Jagdeep Kaur (Punjabi)	- Darshan Singh Awara Kav Vich Vidroh,Lok Geet Parkashan Chandigarh, ISBN -81-7142-268-39 - Khol Kiwar,Lok Geet Parkashan Chandigarh, ISBN -81-7142-268-39 - Kani Kasak Lok Geet Parkashan Chandigarh, ISBN -978-93-5017-789-1 - Parwaz-e- Pankh, Lok Geet Parkashan Chandigarh, ISBN- 978-93-5017-787-7

- Citation Index-nil

- SNIP-nil

- SJR-nil

- IMPACT FACTOR-nil

- H-INDEX-nil

20. Areas of Consultancy :Nil

21. Faculty as members in

   (a)National Committees : Sahit Academy Ludhiana (Life Time Member)

   (b)International Committees: nil

   (c)Editorial Boards : nil.

22. Students Projects : Nil

- Percentage of Students who have done in-house projects including inter department /Programme......   25%

- Percentage of students placed for projects in organization outside the institution i.e. in Research Laboratories/ Industry/ Other agencies 10%

23. Awards/Recognitions received by faculty: nil

24. List of eminent academicians and scientists/ visitors to the department:
   - Dr. Butta Singh, Regional Campus ,Bhatinda, Punjabi University, Patiala.

   - Dr. Satnam , Regional Campus ,Bhatinda, Punjabi University, Patiala.

   - Dr. Harjinder Singh walia, , Punjabi University, Patiala.

25. Seminars/ Conferences/ Workshops organized and the source of funding

- National: YES.
   Department has purposed to organized U.G.C sponsered three days seminar.

- International: NO

26. Student profile Programme/ course wise: Session 2013-14 :

Name of the Course/ Programme (refer question no.4)	Application received	Selected	Pass Percentage
B.A.I	991	933	70%
B.A.II	542	542	75%
B.A.III	317	317	80%
M.A I	42	42	50%
M.A II	35	35	50%

27. Diversity of Students:

Name of Course	Percentage of students from the same state.	Percentage of students from the other state.
B.A.I	96%	4%
B.A.II	98%	2%
B.A.III	99%	1%
M.A I	97%	3%
M.A II	99%	1%

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil Services, Defence, etc.?
Many students of the department have been working in public srvices and Punajb Police Department.

29. Student Progression:

Student Progression	Against % enrolled
UG to PG	40%
PG to M.Phil.	-
PG to Ph.D.	-
Ph.D. to Post-Doctoral	-
Employment Campus Other than campus recruitment	20%
Entrepreneurship/ Self-employment	60%

30. Details of Infrastructural facilities
   - Library :Yes
   - Internet facilities:
      For Staff: Yes
      For Student: yes
   - Class rooms with ICT facility: No
   - Laboratories: No

31. Number of students receiving financial assistance from
   - College: 15%
   - University: nil
   - Government: 25%

32. Details on student enrichment programme(special lectures /Workshops /Seminar) with external experts:

   - Two Days National Seminar was organised by the College on 17-19 March 2014 on "An Ideal Approach for an Innovative Teacher" in which department teachers and students actively participated.
   - An Extension lecture was delevered by Dr.Buta Singh , Punjabi university ,Patiala.
   - An Extension lecture was delevered by Dr.Satnam Singh Jassal , Punjabu university ,Patiala.
   - An Extension lecture was delevered by Dr.Baljit Singh.

33. Teaching Methods adopted to improve student learning:
- **Lecture Discussions, Debates and Quiz Competitions.**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

- Faculty and students are encouraged to participate in collaboration with other organizations in carrying out social outreach programs.
- Punjbi Sahit sabha organized various seminars throughout the year.
- Mrs.Raminderpal kaur working as in charge of N.C.C unit at college level.
- Mr.Harbans Singh worked as convener of academic affairs.

35. SWOC analysis of the department and Future Plans Is there a method of assessing the students' academic standings in order to provide enrichment?

Yes ■ No ☐

Strengths
- Democratic and Educational Environment.
- Well qualified and cooperative staff.
- Well furnished class-room.
- Facilities for both Punjabi elective & compulsory are available.
- 100% academic results.
- Enhance mental & spiritual knowledge.
- Rich computerized library.
- Good cooperation between teachers & students.

Weaknesses

- Students are unaware of opportunities in this field.
- Lack of awareness among students and parents regarding education.

Opportunities

- Preservation of moral values and ethics in this changing scenario.
- More job and research opportunities, not only in India but also in foreign countries.

Challenges

- Students prefer technical study more.
- Efforts to change mind set of conservative parents and students.
- Improve upon communication skill especially in rural based students.
- Girls prefer for co-educational colleges.

Future Plans

- To organize National & International Seminar.
- To publish research paper & books.
- To work on research project.

36. Any other highlights:

- Punjabi is a compulsory subject for all students. All students of Humanities, Computer Science have to study this subject and emphasis on teaching communication skills.
  But students of B.A. Arts can also have option for Punjabi Literature as one of the elective subjects in addition to Punjabi Compulsory.

- Dr.Jagdeep Kaur ,Head of the department has participated at various national and international conferences .
- Dr.Jagdeep Kaur ,Head of the department honored by the Malwa Sahit sabha Barnala.

- The students of Punjabi Literature have formed a literary society called 'Punjabi Literature Students' Association(PLSA)'. All the students of Punjabi Literature of three classes are its members and the teachers of the department are patrons and advisors. During session 2013-14 PLSA carried on literary activities as under:
- A paper reading contest was held. About 6 students belonging to various classes read papers on the topics concerning literature linguistics and criticism. There was a healthy discussion after the reading of every paper. Students as well as teachers participated in discussion. Prizes were also distributed to the winners.
- In February, 2013 an educational tour was taken to Punjabi University ,Patiala, Nabha Quila , Bhadaurgarh Quila. .

- Punjabi Department has started a project with the help of GGS Trust to develop the Punjabi Spoken Language under the guidance of linguistic scholar

DEPARTMENT OF HISTORY

1. Name and address of the department   : **History**

2. Date of establishment of the Department   :   1972

3. Name of the different programmes by the Department : (Level of study = U.G. /P.G. /M.Phil. /Ph.D. /Certificate /Diploma/ P.G. Diploma) offered by the Department together with the details required below:

¶

Programme	Level of Study	Student strength
B.A. I	U.G.	750
B.A. II	U.G.	500
B.A. III	U.G.	425
M.A. I	P.G.	45
M.A. II	P.G.	30

4. Names of the Interdisciplinary courses and the Departments involved: No

5. Semester based credit system

Programme	Level of Study	System
B.A. I	U.G.	Semester
B.A. II	U.G.	Annual
B.A. III	U.G.	Annual
M.A. I	P.G.	Semester
M.A. II	P.G.	Semester

6. Participation of the department in the courses offered by the other department : Yes

7. Courses in collaboration with other universities, industries, foreign institutio: No

8. Details of the courses/programmes discontinued   No

9. Numbers of teaching posts

Post	Sanctioned	Filled
Assistant professor	01	00

10. Faculty profile with name , qualifications, designation, specialization:

S. No	Name	Qualification	Designation	Specialization	No. of years of experience
1.	Dr. Gurmit kaur	Ph.D.,M.Phil., M.A.(History, Punjabi),B.Ed., P.G.D.C.A.	Assistant Professor	Modern India	1
2.	Prof.Ravinder Kaur	M.A.,Ph.D. (Perusing)	Assistant Professor	Modern India	15
3.	Prof Anita Rani	M.A.,M.Phil.	Assistant Professor	Modern India	3
4.	Prof.Mithu Pahtak	M.A.(History, Education)	Assistant Professor	Modern	5
5.	Prof.Anil Shori	M.A,Ph.D.(Per using)	Assistant Professor		5

11. List of visiting faculty:
- Dr. Jaspal Kaur Dhanju, Head and Professor Department of History Punjabi University, Patiala.
- Dr. K.S.Dhillon, Dean Colleges Development Council and Professor Department of History, Punjabi University, Patiala.
- Dr. Nazer Singh, Professor in Department of History, Punjabi University, Patiala.

12. Percentage of lectures delivered and practical classes handled by temporary faculty(Programme wise):

Programme	Level of study	Percentage

B.A. I	U.G.	100%
B.A. II	U.G.	100%
B.A. III	U.G.	100%
M.A. I	P.G.	100%
M.A. II	P.G.	100%

13. Student-Teacher ratio(programme wise):

Programme	Level of study	Ratio
B.A. I	U.G.	1:100
B.A. II	U.G.	1:100
B.A. III	U.G.	1:100
M.A. I	P.G.	1:45
M.A.II	P.G.	1:35

14. Number of academic support staff(Technical) and administrative staff;
    Sanctioned and filled) :   No

15. Qualification of teaching faculty:

	Male	Female	Total
Total number of teachers	2	3	5
Teachers with PhD as the highest qualification	-	1	1
Teachers with M.Phil as the highest qualification	-	1	1
Teachers with P.G. as the highest qualification	2	1	3
Technical Staff	-	-	-
Administrative Staff	-	-	-

16. Number of faculty with ongoing projects from a) national b) international
    funding agencies and grants received: Nil

17. Departmental projects funded by DST-: FIST, UGC, DBT, ICSSR:.   Nil

18. Research centre/faculty recognized by the university   No

19. Publications

Publication per faculty:

Number of papers published in peer reviewed journals (National and International)

	Paper Published
By faculty	Dr. Gurmit Kaur: National: 07 International: 03
By students	Nil

- Number of Publications listed in International Database (For E.g.: Web of Science, Scopus, Humanities International Complete, Dare Database—International Social Sciences Directory, EBSCO host, etc.)

- Monographs

- Chapter in Books

- Books Edited:

- Paper Published with ISBN/ISSN numbers with details of publishers

Dr Gurmit Kaur (History)	• Customary law muslim women and control of property in colonial Punjab, Women and Child Issues,294-309, ISBN- 978-81-302-0112-2 • Customary law and widow remarriage its implication and effects, Indian History Congress, 828-838, ISSN 2249-1937 • Finance of bride price and Dowry, Mainstreaming gender issues,527-531, ISSBN 978-81-302-0182-5 • Customary law and women rights in British Punjab , Punjab History Conference ,544-549, ISBN 81-302-0241-7 • Customary law and muslim women of British Punjab, Punjab History conference,265-270, ISBN 978-81-302-0072-9. • Impact of change in politics on women rights during British period with special reference to customary law ,Punjab history conference ,356-362, ISBN 9778-81-302-0128-3

- Citation Index

- SNIP

- SJR

- Impact factor

- h-index

20. Areas of Consultancy and income generated: Nil

21. Faculty as members in

   (a) National Committees : Yes
    Lifetime member of Indian History Congress

   (b) International Committees:nil

   (c) Editorial Boards : nil.

22. Students Projects

- Percentage of Students who have done in-house projects including inter department /Programme......   25%

- Percentage of students placed for projects in organisation outside the institution i.e. in Research Laboratories/ Industry/ Other agencies 10%

23. Awards/Recognitions received by faculty:
Dr. Gurmit Kaur , Assistant Professor in History had got 4th position in University Merit List in her Post Graduation in History. She is also National Level Merit holder in Matriculation Level.
And students: **Student of M.A. History Lakhveer Kaur got 4th position in Punjabi University Patiala in 2013.**

24. List of eminent academicians and scientists/ visitors to the department :

    (a) Dr. Jaspal Kaur Dhanju, Head and Professor Department of History PunjabiUniversity, Patiala.

    (b) Dr. K.S.Dhillon, Dean Colleges Development Council and Professor Department of History, Punjabi University, Patiala.

    (c) Dr. Nazer Singh, Professor in Department of History, Punjabi University, Patiala.

25. Seminars/ Conferences/ Workshops organized and the source of funding

- National: Department has proposed to organise a **U.G.C. sponsored** two days Seminar on **Emerging Trends in Modern Historiography.**

- International

26. Student profile Programme/ course wise: Session 2013-14 :

Name of the Course/ Programme (refer question no.4)	Application received	Selected	Enrolled	Pass Percentage
B.A.I		800	800	90%
B.A.II		500	500	92%
B.A.III		350	350	95%
M.A.I		45	45	99%
M.A.II		30	30	99%

27. Diversity of Students:

B.A.I	Within State	Other States
B.A.II	98%	2%
B.A.III	99%	1%

M.A.I	97%	3%
M.A.II	99%	1%

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil Services, Defence, etc.?

Many students of our students have been working in Punjab Public Services Department and Punjab Police Department.

29. Student Progression:

Student Progression	Against % enrolled
UG to PG	40%
PG to M.Phil.	15%
PG to Ph.D.	2%
Ph.D. to Post-Doctoral	1%
Employment Campus Other than campus recruitment	10%
Entrepreneurship/ Self-employment	50%

30. Details of Infrastructural facilities
e) Library :Yes

f) Internet facilities:
   For Staff: Yes
   For Student: yes

g) Class rooms with ICT facility: No

h) Laboratories: No

31. Number of students receiving financial assistance from
   - College: 69
   - University: 00
   - Government: 360

32. Details on student enrichment programme(special lectures /Workshops /Seminar) with external experts:

- Two Days National Seminar was organised by the College on 17-19 March 2014 on "An Ideal Approach for an Innovative Teacher" in which department teachers and students actively participated.

- An Extension Lecture was organised by department on 19th March 2014. Dr. Daljit Singh, Assistant Professor in the Department of Punjab Historical Studies delivered lecture on Sikh Gurus.
- An Extension Lecture was delivered by Dr. Gurmit Kaur on Emerging Trends in Modern Indian Historiography on 17th September 2014.
- An Extension Lecture was delivered by Dr. Jaspal Kaur on Research Methodology in History on 16th February 2015.

33. Teaching Methods adopted to improve student learning:

Lecture Method, Discussion Method, Group Discussion

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

- Dr.Gurmit Kaur worked as Incharge of Mime Team in the youth festival during session 2014-15.She is also a member of academic Society of the Institution.
- Ass. Prof. Anita Rani worked as Incharge of Skit item in the youth festival during session 2014-15
- Asst. Prof. Mithu Pahtak worked as Incharge of Play Team in the youth festival during session 2014-15

35. SWOC analysis of the department and Future Plans Is there a method of assessing the students' academic standings in order to provide enrichment?

Yes ■   No ☐

• **Strengths:**

Sincere, hard working, student centric and harmonious team of faculty members. Performance of students is assessed by class tests such as December test an special Question answer sessions. Assignment and Seminars are also best way to build up student's confidence and also in clarifying doubts. In this regard department has proposed for various National and International Seminars.

• **Weakness:**

The pass percentage of students is good but quality of results needs improvement.

• **Opportunities:**

There is a lot of scope to undertake research projects by the faculty and increase number of publications. Widen the scope of corporate collaborations.

 • **Challenges:**

To motivate the students who come from economically challenged backgrounds to improve their results and pursue research work. To motivate girl students who find it a challenge to find time for studies from their hectic work schedules at home. To motivate students who come from vernacular medium of instruction to improve their command over English. Since many students are employed it is a challenge to engage them in co and extra-curricular activities.

 • **Future Plans:**

To strengthen faculty research.

36. Any other highlights:
- Department of History which was established on 1972 with Graduation classes started Post Graduation in 2011. Departments performance is very well in Academic field. Lakhveer Kaur Student of M.A. History stood 4th in Punjabi University Patiala in 2013.

- Dr.Gurmit Kaur Head of the Department of History Has participated in various National and International Seminars and Conferences Organised by Indian History Congress, Delhi, Punjab Historical Studies Department, Punjabi University Patiala, Women Studies Centre Punjabi University Patiala and also participated in various Symposiums and Workshops. Her paper on the topic Widow Remarriage was published in the Proceedings of Indian History Congress. She has published more than ten papers in various proceedings of the conferences.

- Department has formed students Organisation namely Saheed Bhagat Singh Society. This association has organised many activities such as Teacher's Day celeberations, Women's Day Celebration etc. Students of this association has organised various Seminars, group discussions and cultural activities.

- In January 2013 two days educational tour of about 48 students and 5 teachers was taken to Rajasthan. They visited Bikner, HawaMahal, Amer Fort, City Palace Jaipur, Jantar Mandir, JalMahal, Raj Mandir Cinema Jaipur, Brahma Temple Pushkar,Birla Mandir Jaipur etc.

- In November 2013 two days educational tour of about 98 students and 5 teachers was taken to Amritsar. Students visited Harike Bird Sanctuary, Tarn Taran Sahib, Goindwal Sahib etc.

- In January 2014 fourteen days historicall tour of about 46 students and 6 teachers was taken to Takhat Sach Khand Shri Hazur Sahib.

- In March 2014 three days educational tour of about 52 students and 2 teachers was taken to Chandigarh.

- In June 2014 two days educational tour of about 48 students and 4 teachers was taken to Himachal Pradesh.

DEPARTMENT OF POLITICAL SCIENCE

1. Name and address of the department   : **POLITICAL SCIENCE**

2. Date of establishment of the Department   :   1972

3. Name of the different programmes by the Department : (Level of study =
   U.G. /P.G. /M.Phil. /Ph.D. /Certificate /Diploma/ P.G. Diploma) offered by
   the Department together with the details required below:

Programme	Level of Study	Student strength
B.A. I	U.G.	307
B.A. II	U.G.	233
B.A. III	U.G.	113

4. Names of the Interdisciplinary courses and the Departments involved:

   No

5. Annual/Semester based credit system:

Programme	Level of Study	System
B.A. I	U.G.	Semester
B.A. II	U.G.	Annual
B.A. III	U.G.	Annual

6. Participation of the department in the courses offered by the other
   department :
   Yes

7. Courses in collaboration with other universities, industries, foreign
   institution: No

8. Details of the courses/programmes discontinued   :   No

9. Numbers of teaching posts

Post	Sanctioned	Filled
Assistant professor	01	01

10. Faculty profile with name , qualifications, designation, specialization:

S. No	Name	Qualification	Designation	Specialization	No. of years of experience
1.	Prof .Tara Singh	M.Phil	Assistant Professor	State Politics	19

11. List of visiting faculty:

- Dr. J.A Khan, Department of Distance Education, Punjabi
  University,Patiala.

- Dr.Lakhwinder Singh Sidhu, Department of Distance Education, Punjabi
  University,Patiala.

- Dr. Gurpreet Singh, Department of Distance Education, Punjabi
  University,Patiala.

- Dr. Rajinder Kaur, Department of Distance Education, Punjabi
  University,Patiala.

12. Percentage of lectures delivered and practical classes handled by temporary faculty
(Programme wise):

Programme	Level of study	Percentage
B.A. I	U.G.	100%
B.A. II	U.G.	100%
B.A. III	U.G.	100%

13. Student-Teacher ratio(programme wise):

Programme	Level of study	Ratio
B.A. I	U.G.	1:100
B.A. II	U.G.	1:100
B.A. III	U.G.	1:100

14. Number of academic support staff(Technical) and administrative staff;
    Sanctioned and filled) :   No

15. Qualification of teaching faculty:

	Male	Female	Total
Total number of teachers	1	-	1
Teachers with PhD as the highest qualification	-	-	-
Teachers with M.Phil as the highest qualification	1	-	1
Teachers with P.G. as the highest qualification	-	-	-

Technical Staff	-	-	-
Administrative Staff	-	-	-

16. Number of faculty with ongoing projects from a) national b) international funding agencies and grants received: Nil

17. Departmental projects funded by DST-: FIST, UGC, DBT, ICSSR:. Nil

18. Research centre/faculty recognized by the university   No

19. Publications

   Publication per faculty:

Number of papers published in peer reviewed journals (National and International)

	Paper Published
By faculty	nil
By students	nil

• Number of Publications listed in International Database (For E.g.: Web of Science, Scopus, Humanities International Complete, Dare Database— International Social Sciences Directory, EBSCO host, etc.)

• Monographs : nil

• Chapter in Books : nil

• Books Edited: nil

• Books with ISBN/ISSN numbers with details of publishers : nil

• Citation Index : nil

• SNIP : nil

• SJR : nil

• Impact factor : nil

• h-index : nil

20. Areas of Consultancy and income generated: Nil

21. Faculty as members in:

    1.National Committees : Yes
- Member of Social Science Board
- Member of Board of U.G studies in political science.

    2. International Committees: nil

    3.Editorial Boards : nil.

22. Students Projects

  Percentage of Students who have done in-house projects including inter department   /Programme......   25%

    Percentage of students placed for projects in organisation outside the institution i.e. in Research   Laboratories/ Industry/ Other agencies 10%

23. Awards/Recognitions received by faculty: nil

24. List of eminent academicians and scientists/ visitors to the department:

- Dr. Gurpreet Singh Brar, Department of Distance Education, Punjabi University,Patiala.
- Dr. Lakhwinder Singh Sidhu, Department of Distance Education, Punjabi University,Patiala.

25. Seminars/ Conferences/ Workshops organized and the source of funding:
- National :nil**.**
- International: nil

26. Student profile Programme/ course wise: Session 2013-14 :

Name of the Course/ Programme (refer question no.4)	Application received	Selected	Pass Percentage
B.A.I	816	307	70%
B.A.II	543	233	99%
B.A.III	317	113	99%

27. Diversity of Students:

Name of Course	Students from same state	Students from other state
B.A.I	100%	-
B.A.II	100%	-
B.A.III	100%	-

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil Services, Defence, etc.?

- Teacher Eligibility Test : 4
- Punjab Civil Services   : 01

29. Student Progression:

Student Progression	Against % enrolled
UG to PG	5%
PG to M.Phil.	-
PG to Ph.D.	-
Ph.D. to Post-Doctoral	-
Employment Campus Other than campus recruitment	20%
Entrepreneurship/ Self-employment	80%

30. Details of Infrastructural facilities
   - Library :Yes

   - Internet facilities:
     For Staff: Yes
     For Student: yes

   - Class rooms with ICT facility: No

   - Laboratories: No

31. Number of students receiving financial assistance from
   - College: 69
   - University: 00
   - Government: 360

32. Details on student enrichment programme(special lectures /Workshops /Seminar) with external experts :nil

33. Teaching Methods adopted to improve student learning:

   We follow methods like interaction with students, power-point presentation methods etc
    Lecture Method, Discussion Method, Group Discussion

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: nil

35. SWOC analysis of the department and Future Plans Is there a method of assessing the students' academic standings in order to provide enrichment?
                    Yes   ■   No ☐

Strengths:

- The Department of Political Science curriculum is regularly revised and updated which makes it relevant and more useful and are geared towards employability and career advancement. The faculty has expertise in Political Science, Public Administration, and Human Rights.

- Interaction between students and faculty members is friendly and supports the career-building process of learners. A high degree of co-operation and co-ordination among faculty members leads to smooth functioning of the department.

- Introduction of tutorials has facilitated regular interaction between students and faculty members. Proactive learning processes enhance and support the career building process of learners. Visit to other institutions by faculty members is encouraged.

Weaknesses

- 1 . There has been no formal mechanism of feedback, as a system. There should be a quarterly feedback mechanism as the existing informal mechanism through subject associations is limited and not adequate.
- In terms of infrastructural facilities, we need to address the problem of small cubicles for teachers, lack of a library in charge for Departmental Library, lack of facilities for power backup, A.C. pointers, and inadequate infrastructure for research.
- Currently ,Post Graduation programme is not being offered by the Department due to excess work load of the existing faculty; however, it needs to be introduced on a high priority basis as it would boost the research component of the department.
- No common rooms for staff . Also, there are few teachers as area study specialists, and equally less number of supporting staff. The linguistic skills of students in both oral as well as written formats are very poor .

Opportunities:

- To organize workshop/seminar / conference.
- Facilities for providing placement opportunity

- Flexible and concessional fees for students.

Challenges :

- The major challenge is to have better research environment to be built up adequately with open door learning policy, student records be maintained over a longer period of time.
- Limited space for storing books in the departmental library and inadequate office space for faculty members of the Political Science Department.

- The other challenge is to increase better physical connectivity by way of Metro links, feeder buses and increased timings of the main library and other learning resource centres.

Future Plans of the Department.

- New innovative concurrent courses for all the M.A Programs
- International Seminars should be hosted in future
- Continuing with intra-departmental publications
- Need for more books and journals
- Need for organizing international seminars and conferences
- Introduction of more innovative courses
- To introduce field based research

36. Any other highlights:
- Student association has been organized to cater the over all performance of political students.

- In June 2014 two days educational tour of about 48 students and 4 teachers was taken to Himachal Pradesh.

- Political Science Student Association celibate the Human Right Day .

- Quiz contest was conducted by the students of B.A.

- Two House test were conducted of each class throughout the particular year.

- Mr. Tara Singh,Head of the department has also been interested in various duties to run the over all administration of the college.

- Mr. Tara Singh has been steering various other social extension activities.

DEPARTMENT OF PHYSICAL EDUCATION

1. Name and address of the department   : PHYSICAL EDUCATION

2. Date of establishment of the Department   :   1972

3. Name of the different programmes by the Department
(Level of study = U.G./P.G./M.Phil./Ph.D/Certificate/Diploma/P.G. Diploma)
offered by the Department together with the details required below:

Programme	Level of Study	Student strength
B.A. I	U.G.	156
B.A. II	U.G.	128
B.A.III	U.G.	68

4. Names of the Interdisciplinary courses and the Departments involved:
  No

5. Annual /Semester/Choice based credit system:

Programme	Level of Study	System
B.A. I	U.G.	Semester
B.A. II	U.G.	Annual
B.A.III	U.G.	Annual

6. Participation of the department in the courses offered by the other department : Yes

7. Courses in collaboration with other universities, industries, foreign institution, etc.

  No

8. Details of the courses/programmes discontinued :   No

9. Numbers of teaching posts :

	Sanctioned	Filled
Assistant professor	01	01

10. Faculty profile with name , qualifications, designation, specialization:

S.no	Name	Qualification	Designation	Specialization	Experience (Years)
1.	Prof Rajvinder Singh	M.Phil, MP.Ed	Assistant Professor	Self Efficacy	6

11. List of visiting faculty:

   1) Dr. Gobind Singh, Principal Akal college of Physical Education, Mastuana Sahib

   2) Dr. Amarpreet Singh , Department of physical Education, Punjabi University Patiala

12. Percentage of lectures delivered and practical classes handled by temporary faculty(Programme wise)
 No

13. Student-Teacher ratio(programme wise):

Programme	Level of study	Ratio
B.A. I	U.G.	1:100
B.A. II	U.G.	1:100
B.A.III	U.G.	1:65

14. Number of academic support staff(Technical) and administrative staff; Sanctioned and filled) :
   No

15. Qualification of teaching faculty:

	Male	Female	Total
Total number of teachers	1	-	1
Teachers with PhD as the highest qualification	-	-	--
Teachers with M.Phil as the highest qualification	1	-	1
Teachers with P.G. as the highest qualification	-	-	-
Technical Staff	-	-	-
Administrative Staff	-	-	-

16. Number of faculty with on going projects from a) national b) international funding agencies and grants received   Nil

17. Departmental projects funded by DST-: FIST,UGC,DBT,ICSSR, etc.
Nil

18. Research centre/faculty recognized by the university   No

19. Publications

 Publication per faculty:

Number of papers published in peer reviewed journals(National and International)

	Paper published
By faculty	nil
By students	nil

- Number of publications listed in International Database(For Eg : Web of Science, Scopus, Humanities International Complete, Dare Database-International Social Sciences, Directory, EBSCO Host, etc.
- Monographs :nil
- Chapter in Books : nil
- Books Edited : nil
- Books with ISBN/ISSN numbers with details of publishers : nil
- Citation Index : nil
- SNIP : nil
- SJR : nil
- IMPACT FACTOR : nil
- H-INDEX : nil

20. Area of consultancy and income generated : Nil

21. Faculty as members in:

a) National committees   Yes

- Member of faculty of education and information science .

b) International committees : No

c) Editorial Boards :   No

22. Students Projects:

- Percentage of students who have done in- house projects including inter   departmentsal/programme………..25%
- Percentage of students placed for projects in organization outside the institution i.e. in Research Labotories/industry/other agencies …………10%

23. Awards/Recognitions received : Nil

24. List of eminent academicians and scientists/ visitors to the department

1) Dr. Gobind Singh, Principal Akal college of Physical Education, Mastuana Sahib

2) Dr. Amarpreet Singh , Department of physical Education, Punjabi University Patiala

25. Seminars/conferences/workshops organized and the source of funding:

a)National : nil

b) International   :nil

26. Students profile programme/course wise:

Academic Session 2013-2014

Name of Course	Application received	Selected	Male	Female	Pass Percentage
B.A. I	500	156	136	20	90%
B.A. II	128	128	110	18	98%
B.A.III	68	68	58	10	100%

27. Diversity of students

Name of Course	% of Students from same State	% of Students from other state	Overseas
B.A. I	98%	2%	-
B.A. II	99%	1%	-
B.A.III	99%	1%	-

28 . How many students have cleared national and competitive examinations

  a). More than 100 students joined Punjab police Department.

  b) More than 158 students joined Indian Military

29. Student Progression.

Student Progression	Against % enrolled
UG to PG	10%
PG to M.Phil	4%
PG to Ph.d	-
Ph.D to Post-Doctoral	-

Employed:
    Campus selection
    Other than campus recruitment
	Nil
	20%

Entrepreneurship/self-employment	80%

30. Details of Infrastructural facilities:

a) Library: yes

b) Internet facilities :

      For staff : Yes

      For Students : Yes

c) Class room with ICT facility: Yes

D) Laboratories : No

31. Numbers of Students receiving financial assistance:

      a) From College : 65%

      b) From University: 0%

      c) From Government: 26%

32. Details of students enrichment programmes (special lectures/workshops/seminar) with   external experts:

  Nil

33. Teaching methods adopted to improve students' learning:

34. Participation in Institutional Social responsibility and extension activities:

35. SWOC analysis of the department and Future Plans:

Strength :

- Producing quality physical education teachers.
- Entry to the programme through entrance test.
- Pre-requisite Internship of the students in the local schools.
- Minimum level of fitness required for this course.
- House test, inter-house competitions and seminars

Weaknesses :

- Deficient regular faculty .
- Deficient sporting staff.

- Less International exposure to the students.
- Less research laboratories.
- Less inter-institutional collaboration

Opportunities :

- Quality research.
- Producing quality literature in physical education.
- Promoting health and wellness among masses.
- Collaboration with other allied departments at University .
- : Collaboration with other allied Institutions .

Challenges :

- Matching Global standards in the field of physical education.
- Inter-disciplinary approach..
- Health Fitness Awareness among the masses.
- International exposure to faculty/students.
- Uniformity in the syllabi of different programmes of physical education in the Indian Universities. 52.

Future plans of the department. :

Major and Minor Research projects : Collaboration with other applied departments in India and Abroad.

30. Any other highlights:

- The department proposes to start Post Graduation programme from session 2015-2016

- National Sports Day- Awareness of Health and Fitness : Teaching Practices in different schools : Conduct various types of Sports Tournaments i.e., inter-college and inter universities

- Annual Athletic Meet has been organized by department every year to motivate the students or provide tthe opportunities to boost their capabilities ,potentiality .

- Swimming Pool would be boon for the students which is being under the construction.

- Separate Sports complex for students, equipped with all basic facilities.

- Huge play grounds are available like Basketball, volleyball etc.

DEPARTMENT OF PUBLIC ADMINISTRATION

1. Name and address of the department   : **PUBLIC ADMINISTRATION**

2. Date of establishment of the Department   :   1972

3. Name of the different programmes by the Department : (Level of study = U.G. /P.G. /M.Phil. /Ph.D. /Certificate /Diploma/ P.G. Diploma) offered by the Department together with the details required below:

Programme	Level of Study	Student strength
B.A. I	U.G.	509
B.A. II	U.G.	416
B.A. III	U.G.	255

4. Names of the Interdisciplinary courses and the Departments involved: No

5. Semester based credit system

Programme	Level of Study	System
B.A. I	U.G.	Semester
B.A. II	U.G.	Annual
B.A. III	U.G.	Annual

6. Participation of the department in the courses offered by the other department :Yes

7. Courses in collaboration with other universities, industries, foreign institution: No

8. Details of the courses/programmes discontinued   No

9. Numbers of teaching posts

Post	Sanctioned	Filled
Assistant professor	01	01

10. Faculty profile with name , qualifications, designation, specialization:

S.no	Name	Qualification	Designation	Specialization	Experience (Years)
1.	Prof. Sarbjit Singh	M.A(Public Adm.Pol.Sci), B.Ed,M.Phil,UGC(net).	Assistant Professor	Social Welfare & Administrative Theory	15

11. List of visiting faculty:

1.Dr. Renu, Head and Professor Department of Public Administration, Punjabi University, Patiala.

2.Dr. Rakesh Jindal, Principal,University College Dhillwan, Punjabi University, Patiala.

3.Dr. Nirmal Singh, Associate Professor in Department of Public Administration, Government College ,Roper

4. Dr.Harbir Singh,Princiapl Khalsa College Patiala.

12. Percentage of lectures delivered and practical classes handled by temporary faculty(Programme wise):

Programme	Level of study	Percentage
B.A. I	U.G.	
B.A. II	U.G.	
B.A. III	U.G.	

13. Student-Teacher ratio(programme wise):

Programme	Level of study	Ratio
B.A. I	U.G.	1:100

B.A. II	U.G.	1:100
B.A. III	U.G.	1:85

14. Number of academic support staff(Technical) and administrative staff;
    Sanctioned and filled) :   No

15. Qualification of teaching faculty:

	Male	Female	Total
Total number of teachers	1	-	1
Teachers with PhD as the highest qualification	-	-	-
Teachers with M.Phil as the highest qualification	1	-	1
Teachers with P.G. as the highest qualification	-	-	-
Technical Staff	-	-	-
Administrative Staff	-	-	-

16. Number of faculty with ongoing projects from a) national b) international
    funding agencies and grants received: Nil

17. Departmental projects funded by DST-: FIST, UGC, DBT, ICSSR:.   Nil

18. Research centre/faculty recognized by the university   No

19. Publications

    Publication per faculty:

Number of papers published in peer reviewed journals (National and International)

	Paper Published
By faculty	19

By students	nil

- Number of Publications listed in International Database (For E.g.: Web of Science, Scopus, Humanities International Complete, Dare Database—International Social Sciences Directory, EBSCO host, etc.)

- Monographs : nil

- Chapter in Books : nil

- Books Edited: nil

- Paper Published with ISBN/ISSN numbers with details of publishers :

List of Publications	
Name of Teacher (Department)	**Title of Paper, Journal, Vol., Page No., Year**
Dr. Sarbjeet Singh (Public Administration)	- Impact of Nutrition and Health education program of ICDS scheme on pregnant women, Baba Farid University Nursing ISSN 2277-9418,Vol 6,June 2014, PP 7-11. - Evolution of pre school education program of ICDS scheme in Barnala ICDS bloc of Punjab, Government and political studies , ISSN 0251-3056, Vol 36,September 2015, PP 90-101. - A study on Personal and Service profile of anganwadi workers, Asian journal of research in social science and humanities, ISSN 2250-1665, Vol 5, 2015, PP 39-42. - Evolution of nutrition and health education program of ICDS scheme in Barnala ICDS bloc of Punjab, Government and political studies , Dynamics of Public Administration ISSN 0975-3907 - Women's Health and ICDS in rural Punjab, Third Concept: An International journal of ideas, ISSN 0970-7247. - Role of Health In Development of women in Punjab through ICDS, Journal of Political Science, ISSN 0976-8254. - A study on Pre-School and supplementary nutrition programme of ICDS for children in Punjab, International Journal of Social Science, ISSN 2249-6637. - Study on supplementary nutrition ratio for women and children under ICDS rural Punjab Indian Journal of Economics and Development, ISSN 2277-5412

	- Challenges before national integration and communal harmony in India : A study on students perception, Journal of Political Science, ISSN 0976-8254 - Community participation in integrated child development services programme in rural Punjab, International Journal of Social Science - Impact of nutrition and health education of ICDS scheme on women in rural Punjab, Scholars journals of Arts, Humanities and Social Science, ISSN 2347-9493 - A study on co-ordination between headquarters and field level of delivery system of ICDS program , ISSN 2320-1738 - A study on Anganwadi workers in rural in ICDS block of Punjab, International journals of humanities and social science invention , ISSN 2319-7714. - Supplementary Nutrition Ration for children under ICDS In Punjab, International Journal of public health management, ISSN 2319-5509 - Taking care of children through integrated child development ICDS program, International Journal of research in social sciences, ISSN 2249-2496 - Impact of nutrition and health education on ICDS scheme on nursing women in rural Punjab, Indian journal of maternal and child health , ISSN 0970-8928. - A study on pre school education program for children under ICDS in rural Punjab, The international Journal of social sciences and humanities invention, ISSN 2349-2031. - A Study on infrastructure at Anganwadi centers in rural Punjab, Scholars Journal of Arts ,Humanities and Social Sciences, ISSN 2347-9493.

- Citation Index : nil

- SNIP : nil

- SJR : nil

- Impact factor :nil

- h-index : nil

20. Areas of Consultancy and income generated: Nil

21. Faculty as members in:

a). National Committees : Yes

   1.Menber of board of under graduate studies in public administration , Punjabi university   Patiala.

   2. Member of faculty of social science ,Punjabi university ,Patiala.

b). International Committees: nil

c). Editorial Boards : nil.

22. Students Projects

- Percentage of Students who have done in-house projects including inter department /Programme......   25%

- Percentage of students placed for projects in organisation outside the institution i.e. in Research Laboratories/ Industry/ Other agencies 10%

23. Awards/Recognitions received by faculty:

1. Awarded as best teacher at Guru gobind Singh College Sanghera.

2. Awarded as best program officer for N.S.S activities at Punjabi University, Patiala.

24. List of eminent academicians and scientists/ visitors to the department:

- Dr. Renu, Head and Professor Department of Public Administration, Punjabi University, Patiala.

- Dr. Rakesh Jindal, Principal,University College Dhillwan, Punjabi University, Patiala.

- Dr. Nirmal Singh, Associate Professor in Department of Public Administration, Government College ,Ropar.

- Dr.Harbir Singh,Princiapl Khalsa College Patiala.

- Shri Haridial Singh Attri,RT.Principal S.D College Barnala.

25. Seminars/ Conferences/ Workshops organized and the source of funding

1. National:

Department has proposed to organise a **U.G.C. sponsored** two days Seminar.

2. International :nil

26. Student profile Programme/ course wise: Session 2013-14 :

Name of the Course	Application received	Selected	Enrolled Male/ Female		Pass Percentage
B.A.I	600	548	420	128	98%
B.A.II	277	277	187	90	100%
B.A.III	148	148	98	50	100%

27. Diversity of Students:

Nmae of Course	Same State	Other States
B.A.I	98%	2%
B.A.II	99%	1%
B.A.III	99%	1%

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil Services, Defence, etc.?

1. PSTET : 6:
2. CTET: 2
3. Civil Services :3

29. Student Progression:

Student Progression	Against % enrolled
UG to PG	15%
PG to M.Phil.	05%
PG to Ph.D.	02%
Ph.D. to Post-Doctoral	--
Employment Campus Other than campus recruitment	--
Entrepreneurship/ Self-employment	80%

30. Details of Infrastructural facilities:
- Library :Yes

- Internet facilities:

    For Staff: Yes
    For Student: yes

- Class rooms with ICT facility: No

- Laboratories: No

31. Number of students receiving financial assistance from
- College: 69
- University: 00
- Government: 360

32. Details on student enrichment programme (special lectures /Workshops /Seminar) with external experts:

- One special lecture delivered on Good Governaceby Prof Deepika Sarda, Assistant Professsor in Public Administration at Public College ,Samana

- Extension lecture delivered on 'Ethics and Governance by Prof Diljeet Kaur, Assistant Professor at MultaniMAl College ,Patiala.

- Lecture on "Corruption in India" by Prof HArjeet Singh ,Assistant Professor at University college ,Dhilwan Barnala.

- Lecture on Emerging Issuses in Public Administration by Assistant Professor   Parmjit Singh at Kings college,Barnala.

33. Teaching Methods adopted to improve student learning:

Lecture Method, Discussion Method, Group Discussion

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

- N.S.S Program officer at College Level.
- Youth coordinator at College level.
- Working as a Bursar
- Vice Principal

35. SWOC analysis of the department and Future Plans Is there a method of assessing the students' academic standings in order to provide enrichment?

Yes ■   No ☐

Strengths:

- The department has strong foundation of about thirty year of existence. It is equipped with all the equipments for modernized teaching.

Weakness:

- Shortage of staff.

Opportunities:

- Frequent interactions with major think tanks, research institutions, NGOs .
- · Dedicated dialogue with various institutions who help in providing internships for students ·
- Frequent visits by national scholars for lecture discussion and interactions with the students. ·
- Periodical interaction with Consulates, Foreign Embassies, UN organizations ·
- Public Administration Association   and Outreach programme .

Future plans of the department:

As the department trying to expanded to combine M. A courses and the department plans to provide international language courses for the students. Until now the students undergo internships with local institutions, in the coming years its proposed that the students join for internships in foreign embassies, Consulates and International Organizations.

36. Any other highlights:
- Prof. Sarbjit Singh head of the department working as coordinator in Youth Welfare Department of the college from 2010.He is also in charge of Bhagra team of the college ,Bhangra team of the college won the GOLD MEDAL during October 2006,2007and 2014 from inter Zonal as well as inter university competitions.

- Prof .sarbjit Singh ,head of the department leading the N.S.S camps and their dedication or hardworking . so that college got the BEST COLLEGE AWARD two times regularly and Best Voluntary Award received by the students of the college.

- Department formed the "Public Administration Association". this association provide the opportunity to the students to explore their talent.

- In 2013 five days educational tour was organized to the Pink City JAIPUR.

- In January ,2014 as fourteen days historical tour of 46 students had been organized by rhe college. They visit across the northern part of the India.

- In June 2014 ,as three days tour of about 48 students anf four teachers were taken to the Himachal Pardes .

- In March 2014, as three days tour of about 52 students were taken to Chandigarh.

- Department has continuous access to learning through information exchange and education oriented web programmes provided by open sources.

- In January 2014, as 14 days historical tour of about 46 students and six teachers were taken to north western region of India. Various places were visited like. Taj Mahal, Takht Sachkand Sri Hajur Sahib(Maharashtra).

- In November 2013, as two days historical tour of about 98 students and five were taken to Amritsar.
- In January 2013, as five days educational tour of about 48 students and five teachers were taken to Rajasthan .

DEPARTMENT OF DEFENCE STUDIES

1. Name and address of the department   : **DEFENCE STUDIES**

2. Date of establishment of the Department   :   2010

3. Name of the different programmes by the Department : (Level of study = U.G. /P.G. /M.Phil. /Ph.D. /Certificate /Diploma/ P.G. Diploma) offered by the Department together with the details required below:

Programme	Level of Study	Student strength
B.A. I	U.G.	232
B.A. II	U.G.	107
B.A. III	U.G.	100

4. Names of the Interdisciplinary courses and the Departments involved: No

5. Semester based credit system:

Programme	Level of Study	System
B.A. I	U.G.	Semester
B.A. II	U.G.	Annual
B.A. III	U.G.	Annual

6. Participation of the department in the courses offered by the other department :   Yes

7. Courses in collaboration with other universities, industries, foreign institution: No

8. Details of the courses/programmes discontinued   No

9. Numbers of teaching posts

Post	Sanctioned	Filled
Assistant professor	01	01

10. Faculty profile with name , qualifications, designation, specialization:

S. No	Name	Qualification	Designation	Specialization	No. of years of experience
1.	Prof Gurpreet kaur	M.Phil,M.A(Defence Studies)	Assistant Professor	Confidence Building Measures between India and Pak	5

11. List of visiting faculty:

- Dr. Kamal Kingr, Head and Professor Department of Defence & Strategic StudiesPunjabi University , Patiala.

- Dr. Keval Krishan,Assistant Professor, Punjabi University, Patiala.

- Dr. Inderjit singh chahal , Assistant Professor, Punjabi University, Patiala.

- Dr.K.S Sidhu RT. HoD Department of Defence & Strategic StudiesPunjabi University , Patiala.

- Dr.Suvir Singh, Assistant Professor Mahindra College Patiala.

- Assistant Professor , Harpreet Singh, Mahindra College Patiala.

- Assistant Professor , Tarnjeet Singh, Mahindra College Patiala

12. Percentage of lectures delivered and practical classes handled by temporary faculty(Programme wise):

Programme	Level of study	Percentage
B.A. I	U.G.	100%
B.A. II	U.G.	100%
B.A. III	U.G.	100%

13. Student-Teacher ratio (programme wise):

Programme	Level of study	Ratio
B.A. I	U.G.	1:100
B.A. II	U.G.	1:100
B.A. III	U.G.	1:100

14. Number of academic support staff(Technical) and administrative staff; Sanctioned and filled) :   No
15. Qualification of teaching faculty:

	Male	Female	Total
Total number of teachers	-	1	1
Teachers with PhD as the highest qualification	-	-	-
Teachers with M.Phil as the highest qualification	-	1	1
Teachers with P.G. as the highest qualification	-	-	-
Technical Staff	-	-	-
Administrative Staff	-	-	-

16. Number of faculty with ongoing projects from a) national b) international funding agencies and grants received: Nil

17. Departmental projects funded by DST-: FIST, UGC, DBT, ICSSR:. Nil

18. Research centre/faculty recognized by the university   No

19. Publications

   Publication per faculty:

   Number of papers published in peer reviewed journals (National and International)

	Paper Published
By faculty	5
By students	nil

- Number of Publications listed in International Database (For E.g.: Web of Science, Scopus,   Humanities International Complete, Dare Database—International Social Sciences Directory, EBSCO host, etc.)

- Monographs : nil

- Chapter in Books: nil

- Books Edited: nil

- Books with ISBN/ISSN numbers with details of publishers: nil

- Citation Index: nil

- SNIP: nil

- SJR: nil

- Impact factor: nil

- h-index: nil

20.   Areas of Consultancy and income generated: Nil

21. Faculty as members in:

   (d) National Committees : nil

   (e) International Committees:nil

   (f) Editorial Boards : nil.

22. Students Projects

   a). Percentage of Students who have done in-house projects including inter department : 25%

   b). Percentage of students placed for projects in organisation outside the institution i.e. in Research Laboratories/ Industry/ Other agencies 10%

23. Awards/Recognitions received by faculty:

   (a) Awarded as a best student in graduation at Akal Degree college,Sangrur.

   (b) Awarded as a N.C.C cadet from 4PB girls battalion Patiala.

   (c) Awarded as best shooter at R.D prade at Delhi.

24. List of eminent academicians and scientists/ visitors to the department:

   - Dr. Kamal Kingr, Head and Professor Department of Defence & Strategic StudiesPunjabi University , Patiala.

   - Dr. Keval Krishan,Assistant Professor, Punjabi University, Patiala.

   - Dr. Inderjit singh chahal , Assistant Professor, Punjabi University, Patiala.

   - Dr.K.S Sidhu RT. HoD Department of Defence & Strategic StudiesPunjabi University , Patiala.

   - Dr.Suvir Singh, Assistant Professor Mahindra College Patiala

   - Assistant Professor , Harpreet Singh, Mahindra College Patiala

   - Assistant Professor , Tarnjeet Singh, Mahindra College Patiala

25. Seminars/ Conferences/ Workshops organized and the source of funding

(a)National:

- National Seminar on role of media on terrorism – It's impact on society ,17th 18th September 2011 sponsored by Indian council of social science research ,New Delhi organized by Department of defence and strategic study Meerut college, Meerut (Chaudary Charan Singh university ,Meerut)
- Security problems in south asia retrospect & prospectus 7th 8th February ,organized by Department of defence and strategic study, Punjabi University ,Patiala.

(b) International:

- Workshop on lesding professional learning in education institution 27th 28th February 2015.

26. Student profile Programme/ course wise: Session 2013-14 :

Name of the Course/ Programme (refer question no.4)	Selected	Enrolled	Pass Percentage
B.A.I	800	800	90%
B.A.II	500	500	92%
B.A.III	350	350	95%

27. Diversity of Students:

Name of course	students from the same state	students from the other state
B.A.I	98%	2%
B.A.II	99%	1%
B.A.III	99%	1%

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil Services, Defence, etc.?

- Four students of the department cleared PSTET.
- Two students of the department cleared CTET.
- Three students of the department cleared civil services examination.

29. Student Progression:

Student Progression	Against % enrolled
UG to PG	10%
PG to M.Phil.	02%
PG to Ph.D.	Nil
Ph.D. to Post-Doctoral	Nil
Employment Campus Other than campus recruitment	20%
Entrepreneurship/ Self-employment	80%

30. Details of Infrastructural facilities
   - Library :Yes
   - Internet facilities:
     For Staff: Yes
      For Student: yes

   - Class rooms with ICT facility: No
   - Laboratories: No

31. Number of students receiving financial assistance from
   - College: 65
   - University: 00
   - Government: 356

32. Details on student enrichment programme(special lectures /Workshops /Seminar) with external experts: Nil

33. Teaching Methods adopted to improve student learning:

Lecture Method, Discussion Method, Hypotheses methods.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

- Special Lectures by Senior Defence Service Officers & NCC etc.,

35. SWOC analysis of the department and Future Plans Is there a method of assessing the students' academic standings in order to provide enrichment?

<div align="center">Yes ■   No ☐</div>

Strengths:
- Creating security awareness in society through young minds to strengthen societal cohesiveness · organizing pool of expert on National Security affairs ·
- Offering a forum for constant interaction between military professionals, strategic thinkers and academia to develop strategic culture and national values.

Weakness :

- Shortage of faculty, research scholars room

Opportunities: ·

- To start innovative courses particularly in affiliated Defence Services and Academic.

Challenges:

- To meet the demands from senior Defence officers and academia particularly .

36. Any other highlights:

- Qualified faculty with strong add on Professionalised Guest faculty.

- Research Publications 3. Invitees from Senior defence, Civil and Foreign service.
- Holding workshops and seminars.

- Visit to various defence establishments and border areas for added exposure to the student .

- The department is in league with all the major think tanks on security matters .

DEPARTMENT OF COMPUTER

1.   Name and address of the department   : **COMPUTER SCIENCE**

2.   Date of establishment of the Department   :   2009

3.   Name of the different programmes by the Department   :
(Level of study = U.G./P.G./M.Phil./Ph.D/Certificate/Diploma/P.G.
Diploma) offered by the Department together with the details required
below:

Name of the Course offered	Level of Study	Student strength
B.C.A. I	U.G.	40
B.C.A. II	U.G.	40
B.C.A. III	U.G.	40
P.G.D.C.A	P.G.	30

4. Names of the Interdisciplinary courses and the Departments involved   :   No
5. Annual /Semester/Choice based credit system:

Programme	Level of Study	System
B.C.A. I	U.G.	Semester
B.C.A. II	U.G.	Semester
B.C.A. III	U.G.	Semester
P.G.D.C.A	P.G.	Semester

6. Participation of the department in the courses offered by the other department:
Yes

- Quiz, Group discussions, Debates And other influential activities
engineered by English Department has been participated by the
students of our department.

- Our students attend influential seminars(Skill and Personality Development) to bridge their gap of skills.

7. Courses in collaboration with other universities, industries, foreign institution, etc.

         No

8. Details of the courses/programmes discontinued   :   No

9. Numbers of teaching posts

	Sanctioned	Filled
Assistant professor	06	05

10. Faculty profile with name , qualifications, designation, specialization:

S. No	Name	Qualification	Designation	Specialization	Experience
1.	Mrs.Gurpreet kaur	M.C.A	Assistant Professor	Computer Application	5
2.	Mr.Harkamaldeep Singh	M.C.A	Assistant Professor	Networking	3
3.	Mr.Ranveer varinder Singh	M.tech	Assistant Professor	CSE	3
4.	Mrs. Sunpinder Kaur	M.C.A	Assistant Professor	Computer Application	3
5.	Miss. Kamaljeet Kaur	M.C.A	Assistant Professor	Java+ Andriod	2

11. List of visiting faculty:
- Dr. C.P. Kamboj, Punajbi University,Patiala.
- Dr. Kamaljeet Kaur Sarao,Guru Granth Sahib World University ,Fatehgarh Sahib.
- Dr. Chandan Singh ,Punjabi University,Patiala.

12. Percentage of lectures delivered and practical classes handled by temporary faculty(Programme wise):

Programme	Level of study	Percentage
B.C.A. I	U.G.	65%
B.C.A. II	U.G.	65%
B.C.A. III	U.G.	65%
P.G.D.C.A	P.G.	65%

13. Student-Teacher ratio(programme wise):

Programme	Level of study	Ratio
B.C.A. I	U.G.	1:40
B.C.A. II	U.G.	1:40
B.C.A. III	U.G.	1:40
P.G.D.C.A	P.G.	1:30

14. Number of academic support staff(Technical) and administrative staff; Sanctioned and filled) : No

15. Qualification of teaching faculty:

	Male	Female	Total
Total number of teachers	2	3	5
Teachers with PhD as the highest qualification	-	-	-
Teachers with M.Phil as the highest qualification	-	-	-
Teachers with P.G. as the highest qualification	2	3	5

Technical Staff	-	-	-
Administrative Staff	-	-	-

16. Number of faculty with ongoing projects from a) national b) international funding agencies and grants received: Nil

17. Departmental projects funded by DST-: FIST,UGC,DBT,ICSSR, etc. :   Nil

18. Research centre/faculty recognized by the university :   No

19. Publications

    Publication per faculty:

        Number of papers published in peer reviewed journals(National and International)

	Paper published
By faculty	1
By students	00

- Number of publications listed in International Database(For Eg : Web of Science, Scopus, Humanities International Complete, Dare Database-International Social Sciences, Directory, EBSCO Host, etc.
  - Monographs : nil
  - Chapter in Books : nil
  - Books Edited : nil
  - Books with ISBN/ISSN numbers with details of publishers : nil
  - Citation Index : nil
  - SNIP : nil
  - SJR : nil
  - IMPACT FACTOR : nil
  - H-INDEX : nil

        20. Area of consultancy and income generated   Nil

        21. Faculty as members in

a) National committees : nil

b) International committees   : nil

 c) Editorial Boards : nil

22. Students Projects

a) Percentage of students who have done in- house projects including inter departmentsal/programme………..30%

b) Percentage of students placed for projects in organization outside the institution i.e. in Research Labotories/industry/other agencies …………10%

23. Awards/Recognitions received by faculty: Nil

24. List of eminent academicians and scientists/ visitors to the department

a) Dr. C.P. Kamboj, Punjabi University.
b) Dr. Kamaljeet Kaur Sarao, Guru Granth Sahib World Sikh University ,Fatehgarh Sahib.
c) Dr. Chandan Singh,Punjabi University,Patiala.

25. Seminars/conferences/workshops organized and the source of funding:

a)National : Nil

b) International

26. Students profile programme/course wise

Academic Session 2013-2014

Name of programme	Application received	Selected	Male	Female	Pass Percentage
BCA Part 1	38	38	23	15	80%
BCA Part 2	34	34	16	18	85%
BCA Part 3	13	13	5	8	90%
PGDCA	30	30	23	7	60%

27. Diversity of students:

Name of Course	From Same State	From other States	Abroad
B.C.A. PART 1	100%	-	-
B.C.A. PART 2	100%	-	-
B.C.A. PART 3	100%	-	-
P.G.D.C.A.	100%	-	-

28. How many students have cleared national and competitive examinations :

a).Two student of the department passed clerical test of SBI Bank.

b) Two student of the department are doing job in police department.

29. Student Progression

Student Progression	Against % enrolled
UG to PG	85%
PG to MPhil	--
PG to PhD	--
PhD to Post-Doctoral	--
Employed Campusselection Other than campus recruitment	35%
Entrepreneurship/self-employment	90%

30. Details of Infrastructural facilities

a) library: yes

b) Internet facilities

   For staff: Yes

   For Students: Yes

c) Class room with ICT facility: Yes

d) laboratories : Yes

31. Numbers of Students receiving financial assistance;

a) From College : 65%

b) From University : 0%

c) From Government :

32. Details of students enrichment programmes (special lectures/workshops/seminar) with external experts :

> ➢ One Special lecture delivered on Emerging Trends in IT Sector.
> ➢ Extension lecture on Cloud Computing .
> ➢ Lecture on Internet.org.

33. Teaching methods adopted to improve students' learning:

- **Lecture method:** Teaching through lectures by using black board as well as LCD projectors.
- **Interactive method:** Teaching through conducting debates on the topics related to the subject handling.
- **Project based learning:** Analyzing, designing, implementing and documenting skills of the students are improved by assigning mini-projects, half semester projects and full semester projects.
- **Computer assisted learning:** Quizzes are conducted through LMS(Learning Management System)
- **Experimental learning:** The students are trained to do programming through lab experiments.

- **Seminars:** The students are encouraged to take Technical seminar which is used to improve the presentation skills of the students.

34. Participation in Institutional Social responsibility and extension activities: Yes

- Students play very crucial role in various functions as anchoring, stage comparing etc.

- Students participate in 7 days N.S.S. camp held at various remote locations around the campus in the rural areas to aware the local society on various social issues.

35. SWOC analysis of the department and Future Plans:

Strengths:

- Best Performance of our students in cultural activities.

- We provide internet facility with free of cost to all the students.

- Safe and secure campus with good infrastructure

- 24 hrs power back-up generator for the entire campus.

- Needful Research project for self employment of student.

- To arrange study tours.

- To Plan for Post Graduate programme

Weaknesses :

- The department does not have any staff member who has completed doctorate degree.

- The department does not have a digital library.

- Many members of the teaching staff, after gaining hands-on-experience, leave the department for better employment. It takes some time for the newly recruited to get accustomed to the academic ambience.

- The members of department have not presented more number of research papers as they should.

- They do not have any ongoing research projects.

Opportunities :

- With the Institutional support to chalk out many academic initiatives, the department has many opportunities to develop further.

- In the private sector, IT students have many opportunities to secure better placements.

- There is a dearth for a research center which can develop and cater to the demands needs like developing Research Projects.

- Imparting technical and inter- personal skills to the students.

- Producing computer professionals who can face not only the present but also future challenges of IT industry.

- Providing IT base solutions to the society to produce skilled professionals in computer applications.

Challenges :

- To acquire Doctorate degrees in various areas of computer science.

- The department seeks to set up a digital library.

- To take up inter- disciplinary research.

- To train students to get better and more placements.

- Imparting Technical & Communicational skills to the Students.

- To make the students work on mini projects thereby improving the creative abilities of the students in general.

Future Plans of the department.:

- To bring out online lab facility.

- We intend to tie up the department with different IT Industries

- The department intends to have collaborated projects with research funding organizations.

- To conduct seminar/techno event and conference for every semester .

- To develop Digital Library.

- To upgrade skills the department would like to send staff members to attend Refresher Courses.

- To conduct training programs to the members of the faculty for the enhancement of their technical skills.

- To procure more number of books and Journals in the Department Library.

- With the assistance from the various Wings/ Cells of the college, the department workout some tangible plans for better placements.

- The department seeks to start a software development center with the coordinator and a group of students to develop application software and IT related Services.

36. Any other highlights:

- Website of our institute developed by the faculty member of or department Mr.Harkamal Deep Singh and Mr.Ranveer Vrinder Singh

- Our department is going to Start post graduate classes from the next session.

- Laboratory are well equipped with modern smart devices and fully air conditioned.

- One day educational trip had organized to the Science City.Kapurthla to aware them regarding various aspects of life science .

- Teachers attending Workshops that are organized by other colleges on teaching methods and then implemented these strategies in the classroom.

- Different types of comprehensive techniques are used to extend the capabilities of the students.
- Learning through projectors .

- Latest magazines and other beneficial study material provided to the students to enhance their competitive capabilities.
- Practical knowledge about the programming language is given to the students through industrial visit.

DEPARTMENT OF DRESS DESIGNING & TAILORING

1.   Name of the department   : DRESS DESIGNING & TAILORING

2.   Date of establishment of the Department   :   2013

3.   Name of the different programmes by the Department

(Level of study = U.G./P.G./M.Phil./Ph.D/Certificate/Diploma/P.G. Diploma) offered by the Department together with the details required below:

Programme	Level of Study	Student strength
P.G.Dip. Dress Designing & Tailoring	P.G.	15

4. Names of the Interdisciplinary courses and the Departments involved : No

5.   Annual /Semester/Choice based credit system:

Programme	Level of Study	System
P.G.Dip. Dress Designing & Tailoring	P.G.	Semester

6.   Participation of the department in the courses offered by the other department : NO

7.   Courses in collaboration with other universities, industries, foreign institution, etc.

No

8.   Details of the courses/programmes discontinued   No

9.   Numbers of teaching posts

	Sanctioned	Filled
Assistant professor	01	01

10. Faculty profile with name , qualifications, designation, specialization:

S. No	Name	Qualification	Designation	Specialization	No. of years of experience
1.	Chhavi Rai	M.Sc	Assistant Professor	Fashion Designing & Merchandising	9

11. List of visiting faculty:

    a) Dr. Balveer Kaur from Khalsa college Patiala.

12. Percentage of lectures delivered and practical classes handled by temporary faculty(Programme wise): NIL

13.Student-Teacher ratio(programme wise):

Programme	Level of study	Ratio
P.G.Dip. Dress Designing & Tailoring	P.G.	1:15

14.Number of academic support staff(Technical) and administrative staff; Sanctioned and filled): No

15.Qualification of teaching faculty:

	Male	Female	Total
Total number of teachers	-	1	1
Teachers with PhD as the highest qualification	-	-	--
Teachers with M.Phil as the highest qualification	-	-	-
Teachers with P.G. as the highest qualification	-	1	1

	-	-	-
Technical Staff	-	-	-
Administrative Staff	-	-	-

16 Number of faculty with on going projects from

      a) National : Nil

      b) International funding agencies and grants received   : Nil

17.Departmental projects funded by DST-: FIST,UGC,DBT,ICSSR, etc.   Nil

18. Research centre/faculty recognized by the university   :   No

19. Publications

    Publication per faculty:

    Number of papers published in peer reviewed journals(National and International)

	Paper published
By faculty	00
By students	00

- Number of publications listed in International Database(For Eg : Web of Science, Scopus, Humanities International Complete, Dare Database- International Social Sciences, Directory, EBSCO Host, etc. : nil
- Monographs : nil
- Chapter in Books :nil
- Books Edited :nil
- Books with ISBN/ISSN numbers with details of publishers :nil
- Citation Index :nil
- SNIP :nil

- SJR :nil

- IMPACT FACTOR :nil

- H-INDEX :nil

20.   Area of consultancy and income generated   : nil

21.   Faculty as members in

   a) National committees : NIL

   b) international committees : NIL

   c) Editorial Boards : NIL

22. Students Projects

a) Percentage of students who have done in- house projects including inter departmental /programme………..NIL

b) Percentage of students placed for projects in organization outside the institution i.e. in Research Labotories/industry/other agencies …………NIL

23. Awards/Recognitions received:

   a) By faculty :

- In 1993 professor Chhavi Rai participated in sculpture in Youth festivals in G.N.D.U. at Amritsar and got first position.
- In 1992 participated in judo and cycling and stood third position.

24. List of eminent academicians and scientists/ visitors to the department: Nil

25. Seminars/conferences/workshops organized and the source of funding

- Workshops: Dress Designing Department had organized 2 days workshop in Guru Gobind Singh College Sanghera, Barnala in the month of October 2014. There were 50 students who participated in this work shop .

26. Students profile programme/course wise

Academic Session 2013-2014

Name of programme	Applicaton received	Selected	Male	Female	Pass Percentage
P.G.Dip. Dress Designing & Tailoring	22	22	5	17	100%

27. Diversity of students

	Same State	States	Abroad
P.G.Dip. Dress Designing & Tailoring	100%	NIL	NIL

28.   How many students have cleared national and competitive examinations: NIL

29. Student Progression

Student Progression	Against % enrolled
UG to PG	--
PG to M.Phil	--
PG to Ph.d	--
Ph.D to Post-Doctoral	--
Employed • Campus selection • Other than campus recruitment	--
Entrepreneurship/self-employment	50%

30. Details of Infrastructural facilities

    a) library: yes

    b) Internet facilities

        For staff:Yes

        For Students:yes

    c) Class room with ICT facility: NO

    d) laboratories : Yes

31. Numbers of Students receiving financial assistance;

    a) From College : 50%

    b) From University: 0%

    c) From Government 0%

32. Details of students enrichment programmes (special lectures/workshops/seminar) with   external experts : NIL

33. Teaching methods adopted to improve students learning:

- To improve students learning skill there are different types of Teaching methods like group discussion by delivering lecture, Audio-Video Aid.

34. Participation in Institutional Social responsibility and extension activities : Nil

35. SWOC analysis of the department and Future Plans:

Strengths:

- Well Infrastructure .
- Faculty with quality education.

Weakness:

- Lack of awareness among the students regarding the scope of Fashion designing.

Opportunities:

- Students have wide options to get into the fashion world.
- Self Employment.

36 . Any other highlights:

- Sandeep Kaur got forth position from Punjabi University ,Patiala during 2013-2014.
- Infrastructure is available like sewing machines. dummies etc.
- Various extension lecture are organized by the department.
- Fashion exhibition was organized by the department.

01679-230288

GURU GOBIND SINGH COLLEGE

Sanghera (Barnala)

No: 66.96/2558   Date: 01/06/15
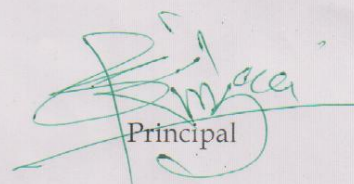
Declaration by the Head of the Institution

I certify that the data included in this Self-study Report (SSR) are true to the best of my knowledge.

This **SSR** is prepared by the institution after internal discussions, and no part thereof has been outsourced.

I am aware that the Peer team will validate the information provided in this SSR during the peer team visit.

Principal

Place: Sanghera

Date: 01.06.2015

Annexures

Annexure-I

Certificate of affiliation from Punjabi University Patiala

Translated Copy of Affiliation Certificate

Translated Copy of Permanent Affiliation from Parent University

Punjabi University Patiala

Dispatch No. 3047/ O.S(Colleges)G.C.-1

Date 08/07/1982

The Principal,

Guru Gobind Singh College,

Sanghera.

Subject : Regarding permanent affiliation .

Respected Sir/Madam,

This is to inform you that in the light of the recommendation of Academic council/Syndicate The Vice Chancellor has approved the permanent affiliation to the following colleges:

1. Multani Mal Modi College ,Patiala.
2. Government College, Dera Bassi.
3. Akal Degree College for Women , Sangrur.
4. **Guru Gobind Singh College ,Sanghera**
5. Sant Baba Atar Singh College, Sandaur.
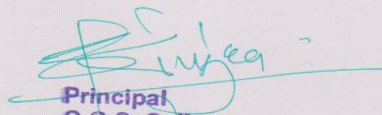6. Bhai Asha Singh College , Goniana Mandi.

Yours Faithfully,

(P.S. Khera)

Deputy Registrar(General)

Punjabi University Patiala

Attested To be true Translation.

Principal
G.G.S. College
Sanghera (Barnala)

Annexure-II

Certificate of recognition u/s 2 (f) and 12 (B) of UGC Act

UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG,
NEW DELHI- 110002

No. F.B. 111/95 (OPP-1)   4 Sept. 1987

To

The Registrar,
Punjabi University,
Patiala (Punjab)

Sub: List of college prepared under Section 2 (f) of the UGC Act 1956 inclusion
         of new colleges/ change in the name of the college.

Sir,

I am directed to refer to your letter No. 688/09 (Colleges)/A3 & No.
768/09 (College) A3 dated 30th April 1987 on the above subject and to say that the
name of the college has been included in the above list under Non Govt. College
teaching upto Bachelor's Degree :-

	Name of the College	Year of Estt.	Remarks
1	Guru Gobind Singh College, Sanghera. District Sangrur. Dr. Devinder Singh	1972	The college is eligible to receive central assistance in terms of the rules framed under Section 12-b of the UGC Act 1956

The Indemnity Bond and other documents in respect of the above college has
been accepted by the Commission.

Yours faithfully

R L Sondhi
(R L Sondhi)
Under Secretary

Copy to :-

1.   Principal, Guru Gobind Singh College, Sanghera, District Sangrur
2.   The Secretary. Govt. of India, Ministry of Human Resources Development (Deptt.
       of Education) I-13 Section New Delhi.
3.   All Officers/ Sections in the UGC Office
4.   Account 'G' Section
5.   Guard File

Principal
G.G.S. College
Sanghera (Barnala)

Annexure-III

Master plan of the college
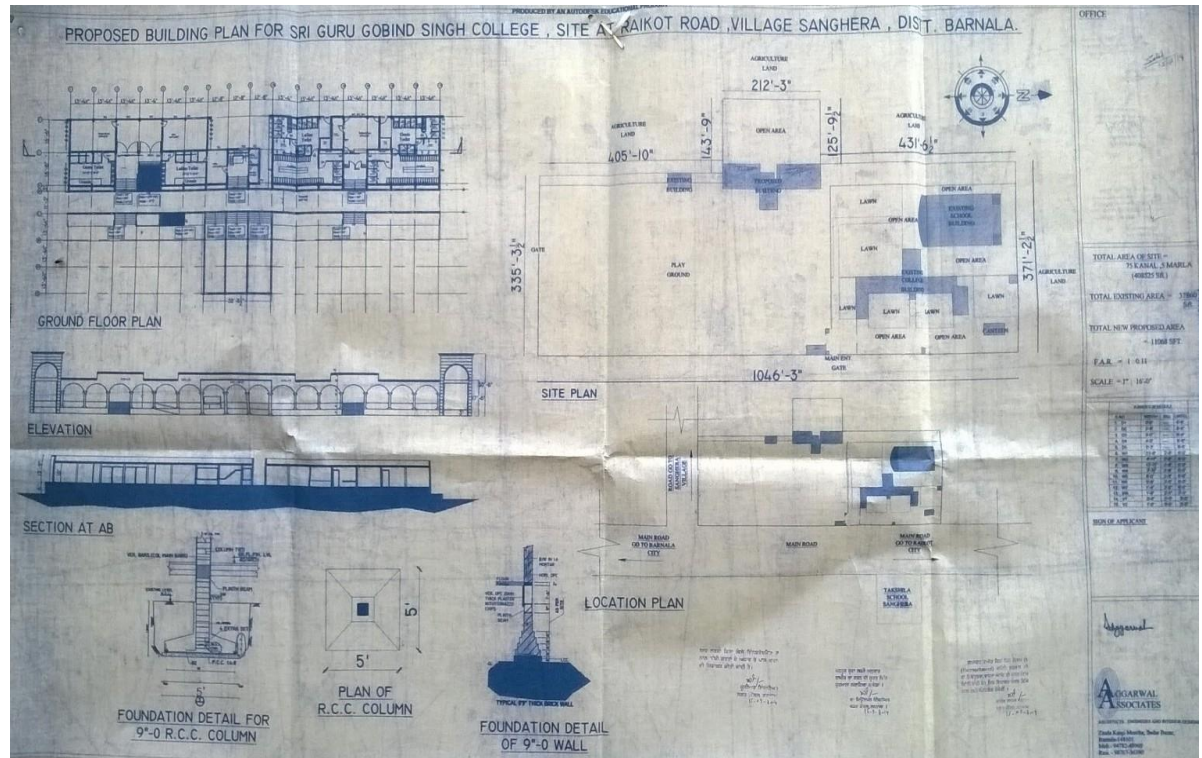
Annexure-IV
Questionnaire for student feedback

PLEASE ANSWER THE FOLLOWING QUESTIONS WITHOUT ANY TYPE OF BIAS:

1) Did your teachers solve your queries / difficulties on time?
_____

(Solved every time, Solved but sometime late, Solved but always late, did not solve Some time, never solved)

2) Did your teachers make the subject/ learning more interesting?
_____

(Always, many times, Sometimes, Rarely, Never)

3) Could your teachers inspire or make you work hard for better results?
_____

_ (Always, many times, Sometimes, Rarely, Never)
4) Did your teachers satisfy your curiosity?

_____

___ (Always, many times, Sometimes, Rarely, Never)

5) Will you study with your teachers again in future?
_____

____ (Surely, May be, I will think, Never)

6) Will you recommend your teachers to your friends or relatives?
_____

____ (Surely, May be, I will think, Never)

7) Did your teachers make you more confident?
_____

____ (Surely, May be, I don't know, No)

8) Do you think your interaction with your teachers will contribute to your development/growth
in future?

_____

_ (Surely, May be, I don't know, No)

9) Two things you like / dislike the most in him/ her.

i_____

_____

ii_____

_____

iii_____

_____

10) Anything else or suggestions etc. feel free to express.

 _____

_____

___

_____

_____

_____

_____

_____

_____

_____

Date: _____

Place: _____   **Sign. of Student**

Annexure-V

University positions

Session	Class	Name	University Position
2012-13	M.A(HISTORY)	Hardeep Kaur	Fourth
2013-14	M.A(HISTORY)	Manjeet Kaur	Third
2013-14	PGDDT	Sandeep Kaur	Fourth

Annexure-VI

Balance Sheet

1. Principal Fund:

PARDEEP D GOYAL & ASSOCIATES
CHARTERED ACCOUNTANTS
468, TAGORE STREET, COLLEGE ROAD, BARNALA-148101

{M} 098726-40021
{O} 01679-240022

GURU GOBIND SINGH COLLEGE, SANGHERA
(MANAGED BY : THE MANAGING COMMITTEE OF GURU GOBIND SINGH COLLEGE, SANGHERA)
PRINCIPAL FUND

BALANCE SHEET AS ON 31.03.2014

LIABILITIES		AMOUNT	ASSETS		AMOUNT
GENERAL FUND			FIXED ASSETS		
As per Annexure-	A	10750509.46	As per Annexure -	E	795572.00
			SECURITIES		
			P.S.E.B		2880.00
			Telephone		3000.00
CURRENT LIABILITIES			LOANS & ADVANCES		
As per Annexure-	B	41385.00	As per Annexure -	C	9630651.35
			CASH & BANK BALANCES		
			As per Annexure -	D	359791.11
TOTAL		10791894.46	TOTAL		10791894.46

'As Compiled from the books of accounts produced before us.'

For PARDEEP D GOYAL & ASSOCIATES
CHARTERED ACCOUNTANTS

CA. Pardeep Goyal
Prop.

PLACE : BARNALA

DATED : 10.06.2014

For Guru Gobind Singh College

Accountant   Superintendent

Principal   President

Principal
G.G.S. College
Sanghera (Barnala)

GURU GOBIND SINGH COLLEGE, SANGHERA
PRINCIPAL FUND

DETAIL OF GENERAL FUND AS ON 31.03.2014	ANNEXURE- A
PARTICULARS	AMOUNT
Opening Balance As On 01.04.2013	7549366.46
Less: Old NSS Balance Tfd.	(28189.00)
Add: Excess Of Income Over Expenditure	3229332.00
TOTAL	10750509.46

DETAIL OF CURRENT LIABILITIES AS ON 31.03.2014	ANNEXURE- B
PARTICULARS	AMOUNT
Cheques Issued but not Presented	41385.00
	41385.00

DETAIL OF LOANS & ADVANCES AS ON 31.03.2014	ANNEXURE- C
PARTICULARS	AMOUNT
Amar Nath	300.00
Baldev Raj	100.00
Balwant Singh Cheema	2000.00
Dharam Pal Arora	5000.00
Harish Kumar	3712.00
Jagtar Singh	1000.00
Kailash Chand	6000.00
Rupinder Kumar (Computer Operator)	500.00
Sukhminder Singh	1149.00
Loan to Management Fund	8111597.55
Guru Gobind Singh Trust,Sanghera	197592.80
Loan to UGC Fund	1295000.00
Uni. Exam Conduct Exp.Recoverable	6700.00
	9630651.35

Principal
G.G.S. College
Sanghera (Barnala)

PARDEEP D GOYAL & ASSOCIATES
CHARTERED ACCOUNTANTS
468,TAGORE STREET, COLLEGE ROAD, BARNALA-148101
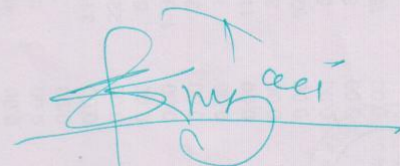
{M} 098726-40021
{O} 01679-240022

GURU GOBIND SINGH COLLEGE, SANGHERA
PRINCIPAL FUND

DETAIL OF CASH & BANK BALANCES AS ON 31.03.2014

ANNEXURE- D

PARTICULARS	AMOUNT
	200.00
Cash in hand	356928.11
S.B.I Barnala-10659797885	2663.00
SCCB (NSS)-182834001000380 (2508)	
	359791.11

Principal
G.G.S. College
Sanghera (Barnala)

2. Management Fund

PARDEEP D GOYAL & ASSOCIATES
CHARTERED ACCOUNTANTS
468,TAGORE STREET, COLLEGE ROAD, BARNALA-148101

{M} 098726-40021
{O} 01679-240022

GURU GOBIND SINGH COLLEGE, SANGHERA
(MANAGED BY : THE MANAGING COMMITTEE OF GURU GOBIND SINGH COLLEGE, SANGHERA)
MANAGEMENT FUND

BALANCE SHEET AS ON 31.03.2014

LIABILITIES		AMOUNT	ASSETS		AMOUNT
GENERAL FUND			**FIXED ASSETS**		
As per Annexure-	A	(3185.05)	As per Annexure -	D	993549.00
UNSECURED LOANS			**SECURITIES**		
Loan From Principal Fund		8111597.55	Electricity		16550.00
Loan From 95% Grant Fund		606420.00	FDR - 347800PR00007445		17249.00
			FDR - 9018		48512.00
			FDR - PU 4096		60000.00
OTHER PAYABLES			**LOANS & ADVANCES**		
Cheques Issued But Not Presented		37455.00	As per Annexure -	B	7472499.00
Kulwinder Singh		65.00			
			CASH & BANK BALANCES		
			As per Annexure -	C	143993.50
TOTAL		8752352.50	**TOTAL**		8752352.50

'As Compiled from the books of accounts produced before us.'

For Guru Gobind Singh College

For PARDEEP D GOYAL & ASSOCIATES
CHARTERED ACCOUNTANTS

CA. Pardeep Goyal
Prop.

Accountant

Principal

President

PLACE : BARNALA

DATED : 10.06.2014

Principal
G.G.S. College
Sanghera (Barnala)

GURU GOBIND SINGH COLLEGE, SANGHERA

(MANAGED BY : THE MANAGING COMMITTEE OF GURU GOBIND SINGH COLLEGE, SANGHERA)

MANAGEMENT FUND

DETAIL OF GENERAL FUND AS ON 31.03.2014   **ANNEXURE- A**

PARTICULARS	AMOUNT
Opening Balance as on 01.04.2013	(817690.05)
Less : Old NSS Fund Tfd.	(9000.00)
Add : Old FDR Tfd.	15819.00
Add : Excess of Income Over Expenditure	807686.00
	(3185.05)

DETAIL OF LOANS & ADVANCES AS ON 31.03.2014   **ANNEXURE- B**

PARTICULARS	AMOUNT
Guru Gobind Singh Trust,Sanghera	7413396.00
Jathedar Mohinder Singh	40000.00
Loan to UGC Fund	6803.00
Rupinder Kumar (Computer Operator)	5000.00
Sukhminder Singh (Superintendent)	7300.00
	7472499.00

DETAIL OF CASH & BANK BALANCES AS ON 31.03.2014   **ANNEXURE- C**

PARTICULARS	AMOUNT
Cash in hand	7400.00
PNB-3478000100009543, Sanghera	136593.50
	143993.50
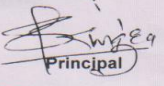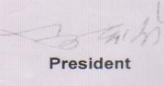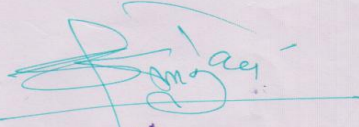
Principal
G.G.S. College
Sanghera (Barnala)

For Guru Gobind Singh College
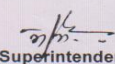
Accountant   President

Principal   President

3. UGC Fund

PARDEEP D GOYAL & ASSOCIATES
CHARTERED ACCOUNTANTS
458,TAGORE STREET, COLLEGE ROAD, BARNALA-148101

{M} 098726-40021
{O} 01679-240022

GURU GOBIND SINGH COLLEGE, SANGHERA
(MANAGED BY: THE MANAGING COMMITTEE OF GURU GOBIND SINGH COLLEGE,SANGHERA)
UGC FUND

BALANCE SHEET AS ON 31.03.2014

LIABILITIES		AMOUNT	ASSETS		AMOUNT
GENERAL FUND			**FIXED ASSETS**		
As per Annexure-	A	11533444.69	As per Annexure -	B	13535874.40
UNSECURED LOANS			**CASH & BANK BALANCES**		
Loan From Principal Fund		1295000.00	P.N.B,Barnala-0044000104184552		17533.99
Guru Gobind Singh Trust,Sanghera		450000.00	P.N.B,Sanghera-3478000100024399		2755.30
Loan From Management Fund		6803.00			
OTHER PAYABLES			**LOANS & ADVANCES**		
Cheques Issued But Not Presented		328416.00	Nirmal Singh		100000.00
Vinod Jindal & Associates, Mansa		20000.00			
Yogender Lal Sharma		22500.00			
TOTAL		13656163.69	**TOTAL**		13656163.69

As Compiled from the books of accounts
produced before us.

For Guru Gobind Singh College

For PARDEEP D GOYAL & ASSOCIATES
CHARTERED ACCOUNTANTS

Accountant   Superintendent

CA. Pardeep Goyal
Prop.

Principal   President

PLACE : BARNALA

DATED : 10.06.2014

Principal
G.G.S. College
Sanghera (Barnala)

PARDEEP D GOYAL & ASSOCIATES

{M} 098726-40021

{O} 01679-240022

CHARTERED ACCOUNTANTS

468,TAGORE STREET, COLLEGE ROAD, BARNALA-148101

GURU GOBIND SINGH COLLEGE, SANGHERA
(MANAGED BY: THE MANAGING COMMITTEE OF GURU GOBIND SINGH COLLEGE,SANGHERA)
UGC FUND

ANNEXURE- A

DETAIL OF GENERAL FUND AS ON 31.03.2014

PARTICULARS	AMOUNT
Opening Balance As On 01.04.2013	11202529.39
Add : Excess of Income Over Expenditure	330915.30
TOTAL	11533444.69

ANNEXURE- B

DETAIL OF FIXED ASSETS AS ON 31.03.2014

PARTICULARS	OPENING BALANCE	ADDITIONS DURING THE YEAR	CLOSING BALANCE
Almirah	49765.00	0.00	49765.00
Building	327865.00	0.00	327865.00
Building (Merge/NRCB)	720110.00	233943.00	954053.00
Building (Sports/NRCB)	6521445.00	3088691.00	9610136.00
CCTV Camera	88900.00	0.00	88900.00
Computer	602143.00	71800.00	673943.00
Furniture & Fixture	85193.40	51206.00	136399.40
Generator	420150.00	0.00	420150.00
Generator Shed	6550.00	0.00	6550.00
Intercom Machine	16300.00	0.00	16300.00
Invertor	21600.00	0.00	21600.00
Lamination Machine	4729.00	0.00	4729.00
Library Books	625209.00	151687.00	776896.00
Photostate Machine	54860.00	72248.00	127108.00
R.O. Filter	18000.00	0.00	18000.00
Refrigerator	78500.00	0.00	78500.00
Shed	160480.00	0.00	160480.00
Sound System	21500.00	0.00	21500.00
Time Attendance Machine	18000.00	0.00	18000.00
Water Cooler	25000.00	0.00	25000.00
TOTAL	**9866299.40**	**3669575.00**	**13535874.40**

For Guru Gobind Singh College

Accountant   Superintendent

Principal   President

Principal
G.G.S. College
Sanghera (Barnala)

4. 95% Grant Fund

PARDEEP D GOYAL & ASSOCIATES
CHARTERED ACCOUNTANTS
468,TAGORE STREET, COLLEGE ROAD, BARNALA-148101

{M} 098726-40021
{O} 01679-240022

GURU GOBIND SINGH COLLEGE, SANGHERA
(MANAGED BY : THE MANAGING COMMITTEE OF GURU GOBIND SINGH COLLEGE,SANGHERA)
95% GRANT A/C

BALANCE SHEET AS ON 31.03.2014

LIABILITIES		AMOUNT	ASSETS	AMOUNT
GENERAL FUND			CURRENT ASSETS	
Opening Balance as				
on 01.04.2013	836972.00		Cash in Hand	4600.00
Less: Excess of Expenditure			SBI Bnl A/c-10659795877	392625.40
Over Income	(1146053.60)	(309081.60)		
CURRENT LIABILITIES &			LOANS & ADVANCES	
PROVISIONS				
Cheques Issued But Not Presented		879820.00	Loan to Management Fund	606420.00
Provident Fund		135012.00		
Tax Deducted At Source		297895.00		
TOTAL		1003645.40	TOTAL	1003645.40

'As Compiled from the books of accounts
produced before us.'

For Guru Gobind Singh College

For PARDEEP D GOYAL & ASSOCIATES
CHARTERED ACCOUNTANTS

CA. Pardeep Goyal
Prop.

Accountant   Superintendent

Principal   President

PLACE : BARNALA

DATED : 10.06.2014

Annexure-VII

Fee Structure

Sr. No.	Course	College Fees/General Fund(inRs.)	University Fess(inRs.)	Total(inRs.)
1.	BCA–I	16150	3050+4300=7350	23500
2.	BCA–II&III	16150	3050+4300=7350	23500
3.	M.A-I	11050	3050+2900=5950	17000
4.	M.A-II	11050	3050+2900=5950	17000
5.	P.G.D.C.A	8850	3050+5100=8150	17000
6.	P.G.D.D.T	14400	3050+2550=5600	20000

Annexure-VIII

UGC grants received during 11th plan

	College	Guru Gobind Singh College,Sanghera Distt.Barnala-148101							
	University to which Affiliated	Punjabi University Patiala							
	College Code	।२२०२४							

Details of the Amount Received and expenditure incurred by the College under the General Development /Merged Scheme during XI Plan period ▼ (Rupees in Lakhs)

Scheme	Grant received by the College during XI Plan from UGC (NRCB)	Year-wise expenditure incurred by the College						
		2007-08	2008-09	2009-10	2010-11	11-12	12-13	Total
1	2	3	4	5	6			
A. General Development Grant								
(A1) General Development Grant (UG) 1. Books / Journals 2. Equipment 3. Maintenance of Equipment 4. Construction/Extension/ Renovation(Building) 5. Improvement of facilities in existing premises 6. Enhancement of initiative for competence building 7. Examination reforms 8. Educational innovation 9. Field work/Study tours 10. Extension activities	527136/-		55512/-	471648/-	---------	-------------	------	----	527160/-
(A2) General Development Grant (Professional courses leading to Degree)	-------------	---------	--------	--------	--------	- ---	----	--------
(A3) General Development Grant (PG) 1. Books/Journals 2. Equipment 3. Building 4. Field Study tour	-------------	--------	---------	--------	----------	------	----	--------
Total (A1+A2+A3)	527136/-	55512/-	471648/-					527160/-
B. MERGED SCHEME	-------------	---------	---------	---------	----------	-------	------	---------
B1. Improvement of facilities in existing premises	-------------	---------	---------	---------	----------	------	----	---------
B2. Rejuvenation of infrastructure in Old colleges (Established before 15th August, 1947)	-------------	--------	---------	--------	----------	------	----	---------
B3. Catch-up grant of Young Colleges	-------------	-------	--------	--------	----------	------	----	---------
B4. Colleges located in Rural/Remote/Border/Hill/Tribal Areas	-------------	-------	--------	--------	----------	------	----	---------
B5. College with relatively higher proportion of SC/ST/OBC	-------------	-------	--------	--------	----------	------	----	---------
B6. Spcial grant for enhancement of intiative for capacity building in colleges	2,40,000/-	--------	---------	-------	2,40,000/-	-----	------	2,40,000/-
B7. Establishment of Day Care Centers in Colleges	-------------	--------	---------	--------	----------	------	----	---------
B8. College in Educationally Backword District	2,40,000/-	--------	---------	-------	2,40,000/-	-----	----	2,40,000/-

Principal
G.G.S. College
Sanghera (Barnala)

Scheme	Grant received by the College during XI Plan from UGC (NRCB)	Year-wise expenditure incurred by the College						
		2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	Total
B9. Establishment of UGC Network Resource Centre	2,30,000/-	....	....	....	2,30,000/-	....	....	2,30,000
B10. Equal Opportunity Centre in Colleges	....	....	....	....	....	....	....	....
B11. Remedial Coaching for SC/ST/OBC	6,00,000	....	....	....	6,00,000	....	....	6,00,000
B12. Coaching for NET/SET for SC/ST/OBC	....	....	....	....	....	....	....	....
B13. Coaching classes for SC/ST/OBC (non-cremy Layer) & minorities	6,00,000	....	....	....	6,00,000	....	....	6,00,000
B14. Higher Education for persons with special needs (HEPSN)	....	....	....	....	..........,..	....	....	....
B15. Career and Counseling Cell	2,60,000	....	....	....	2,60,000	....	....	2,60,000
B16 Merged Scheme Development to Assistance to College during 11th plan (merged scheme).a)Construction of class room under the scheme of colleges in Backward area	4,50,000	....	....	....	....	....	4,50,000	4,50,000
B17 Development Assistance to colleges during 11th plan period-construction of class room under the scheme of special grant for enhancement of initiative for capavity building in college	1,30,500	....	....	....	....	....	1,30,500	1,30,500
B18 Development Assistance to colleges during 11th plan period-construction of common and Toilet for women	1,00,000	....	....	....	....	....	1,00,000	1,00,000
Total (B1+B2+B3+B4......,. B18)	2,85,0500	....	....	....	21,70,000	....	6,80,500	28,50,500
Grand Total (A+B)	33,77,636	55512	471648	....	21,70,000	....	6,80,500	33,77,660

Signature of the Principal with Sea

Details of the Amount Received and expenditure incurred by the College under the schemes

During XI Plan period ▼ (Rupees in Lakh

Scheme	Grant received by the College during XI Plan from UGC (NRCB)	Year-wise expenditure incurred by the College						Total
		2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	
1	2	3	4	5	6	7	7	8
C. Women's Hostel	....	....	....	....	....	....		
D. Autonomous College	....	....	....	....	....	....		
E. Jubilee Grant	....	....	....	....	....	....		
F. Additional Grant to Colleges for Equipments	....	....	....	....	....	....		
G. Development of Sports Infrastructure & Equipment 1.Construction of Auditorium 2.Swiming pool	35,00,000 50,00,000 85,00,000	....	....	....	....	....	8500000	8500000
Total (C+D+E+F+G)	85,00,000	....	....	....	....	....	8500000	8500000

Signature of the Principal with Se

G.G.S. College
Sanghera (Barnala)