



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

Part A	
<b>Data of the Institution</b>	
<b>1. Name of the Institution</b>	GOVERNMENT COLLEGE FOR GIRLS
Name of the head of the Institution	Dr. Chirnjive Kaur
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	01752213228
Mobile no.	9417603311
Registered Email	gcwpatiala@gmail.com
Alternate Email	gcgpatiala01@gmail.com
Address	Govt. College for Girls, Stadium Road, Patiala 147001
City/Town	Patiala
State/UT	Punjab
Pincode	147001

<b>2. Institutional Status</b>	
Affiliated / Constituent	Affiliated
Type of Institution	Women
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Prof. Vijay Goyal
Phone no/Alternate Phone no.	+918146303000
Mobile no.	9463060710
Registered Email	gcwpatiala@gmail.com
Alternate Email	gcgpatiala01@gmail.com

<b>3. Website Address</b>	
Web-link of the AQAR: (Previous Academic Year)	<a href="http://www.gcgpatiala.in/pdf/aqar2017-18.pdf">http://www.gcgpatiala.in/pdf/aqar2017-18.pdf</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="http://www.punjabiversity.ac.in/Pages/SF/TQR/P477ED06D.pdf">http://www.punjabiversity.ac.in/Pages/SF/TQR/P477ED06D.pdf</a>

**5. Accrediation Details**

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	A	3.01	2016	05-Nov-2016	04-Nov-2021

<b>6. Date of Establishment of IQAC</b>	02-Apr-2003
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**7. Internal Quality Assurance System**

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
various staff meetings	02-Aug-2018	2000

[View File](#)**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	2019 0	0

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

Yes

Upload latest notification of formation of IQAC

[View File](#)**10. Number of IQAC meetings held during the year :**

3

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

No

Upload the minutes of meeting and action taken report

No Files Uploaded !!!

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

No

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

1. IQAC decided to purchase new text books for library so that the financially weak students may be benefitted. 2. Decision was made to renovate Botany lab and staff quarters according to the present day needs. 3. Various celebrations held on the occasion of 550th Birth Anniversary of Guru Nanak Dev Ji 4. IQAC gave various suggestions to improve student attendance and the House tests to be conducted vigilantly. 5. A decision was made to seek permission from the D.P.I. to appoint one more library restorer so that the library could function more efficiently.

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

Plan of Action	Achievements/Outcomes
New text books to be purchased for	Books according to syllabus and need

library so that the financially weak students may be benefitted	were added in library
Decision was made to renovate Botany lab and staff quarters according to the present day needs	Proposal for the same made and achieved
<a href="#">View File</a>	
14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	15-Feb-2019
17. Does the Institution have Management Information System ?	No

## Part B

### **CRITERION I – CURRICULAR ASPECTS**

#### **1.1 – Curriculum Planning and Implementation**

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

The curriculum is designed by the Punjabi University , Patiala and its effective implementation is observed by faculty members. The heads of the departments allocate classes to the department faculty so that teachers can prepare lessons well in advance. At the beginning of the session, the syllabus is divided into different units to be covered within stipulated time frame. Unitization of the syllabus is done well in time by the teachers so that the syllabus can be completed within prescribed session. Then the testing and evaluation is done through presentations, assignments and Mid-Semester Tests in a phased manner. Periodic tests are conducted for assessment of students' academic aspect. The time-table committee formulates timetable for the coming session so that the curriculum can be effectively delivered. Class lectures are planned in advance by the teachers through effective time management and the text books prescribed in the syllabus are used for primary reading and reference. For effective delivery of the curriculum, different modes of teaching like audio-visual aids, maps, models, projectors, PPT presentations, seminars, internet, WIFI are put to effective use. To provide value-based education to students and enhance the overall personality of the students, Educational trips like trips to Museums, Art galleries (fine arts), Field trips to industries, Radio stations (Functional English), competitions like Quiz ,Declamation,Essay, Slogan writing are made use of for effective student-teacher participation and students learn team work through these activities. Different exhibitions are organised by the departments of Fine arts ,Home

science and Science departments to give practical exposure to the students and showcases their talent . Other departments like Psychology, Food and nutrition, Physical education, Dance and Geography organize workshops and camps time to time. On special occasions departments like History, Sanskrit, Hindi, Political science and Economics deliver special lectures through seminars to give knowledge about current and important issues.

#### 1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NIL	Nil	Nil	Nil	Nil	Nil

### 1.2 – Academic Flexibility

#### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NIL	Nil
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#### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MA	Fine Arts	Nil
MA	Music Vocal	Nil
MA	Food and Nutrition	Nil
MA	Dance	Nil
BSc	Biotech Honors	Nil
BA	Elective course- Honors (Pol.sc., Psychology, Hindi, English, Sanskrit, Economics)	Nil
BA	Elective courses in three year degree program	Nil

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

	Certificate	Diploma Course
Number of Students	0	0

### 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
B.Sc., B.C.A, B.A. I, II, III	Nil	2054
<a href="#">View File</a>		

#### 1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
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BA	Functional English, Home science, Psychology, Fine Arts, Physical Education, E.V.S.	1176
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#### 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>Feedback of students on curriculum is obtained in the class rooms and is conveyed to the faculty members concerned. Suggestions from students for better comprehension of topics prescribed are discussed at the departmental level and relevant changes in approach and method are then carried out. It was on the basis of students feedback that various trips were taken to different locations and the steps were taken to make available water coolers in the college. Installation of CCTV cameras at different locations in the college was also incorporated according to the feedback forms given by the students. Feedback of the students is inculcated in the form of suggestions and also the changes are taken care of. The different suggestions given by the students were incorporated in the form of opening of college canteen near the classrooms. For students convenience and according to their feedback, new washrooms were constructed near the PTA block. The changes like planting trees and plants on the college premises and installing sitting benches near the lawns was also provided to give students sitting space nearby, so that they could spend their free lectures time in the lap of nature. According to students feedback the various departments were provided with white boards like the department of Psychology, Geography, Computer science and many others.] Notice boards were put up at various locations in the college to make notices available to students of every department. Installation of CCTV cameras at different locations in the college were also incorporated according to the feedback forms given by the students. Many other changes related to teaching methodologies and time table adjustments according to the timings of the conveyance of the students were done to make it easy for girls to reach home on time. Based on the feedback of the students, the teachers are advised to incorporate new teaching methods like smart-boards, field visits, museum trips to locations present within vicinity. Also some other changes and activities like Annual Function, Farewell of outgoing class, Sports meet, the welcome party of freshers and also the celebrations of different occasions including students from all the streams of M.A., M.Sc., B.Sc., B.A., B.C.A. were allowed as per the feedback received from the students. In the computer labs, the number of PCs were increased in the labs. The feedback is also obtained from stakeholders like parents, teachers, students, alumni every year. The feedback forms are designed according to the type of stakeholders. Like there is a separate feedback from for alumni which contains questions pertaining to the needs of passe out batches. The feedback form of Parents includes questions and suggestions pertaining to the needs of present students. The feedback mechanism has been very helpful in obtaining positive suggestions which makes the</p>

institution student friendly and helps in maintaining healthy relationship between administration, teachers and students which is very important for colleges growth.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Nil	600	659	659
BSc	Biotech	40	13	13
BSc	medical	40	39	39
BSc	Non-Medical	30	32	32
BSc	Home Science	30	11	11
BCA	Nil	40	30	30
MA	Fine Arts	20	10	10
MA	Dance	10	7	7
MA	Music Vocal	10	5	5
Msc Nutrition	Food and Nutrition	13	14	14

[View File](#)

### 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	784	54	Nil	Nil	70

### 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
70	30	15	8	4	3

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

The College has a transparent and an efficient mechanism when it comes to mentoring the students. Classroom teaching aims at an effective delivery of the curriculum as well as an authentic testing pattern. Proctorial duties of the teachers ensure that the students do not while away their time by missing classes. During their free periods, they are encouraged to consult library, read newspapers and magazines. The college tutorial system focuses on an agenda every time before a tutorial meet which is communicated to the tutors. The tutors then mentor the

students accordingly. The students are encouraged to take part in eco friendly practices by keeping the campus clean like the use of paper bags instead of plastic is emphasized, disposal of waste in a proper manner, plantation on important days etc. Themed mentoring is specific to the tutorial system. Guidance in filling up of examination forms by the students, choosing buddies in the Govt. Buddy Program in the wake of drug abuse, selecting students for cleanliness campaign etc. are some of the student mentoring practices of the tutorial system. Apart from this, the career counseling cell is functional for guiding students for future prospects with relevant information on competitive exams, placement camps and job fairs. Furthermore, the College NSS and NCC Units are thoroughly engaged in honing students towards being responsible individuals with a positive mindset in order to contribute to the society in the actual sense. Students are also mentored from time to time by their teachers in their free periods which might not fit in any score card but that does make ample difference to a students progression in both academics and her life.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2122	70	1 : 30

## 2.4 – Teacher Profile and Quality

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

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
85	70	15	3	17

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

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

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	NA	Sem(1,3,5)	16/07/2018	11/03/2019
BA	NA	Sem(2,4,6)	08/01/2019	25/07/2019
BSc	NA	Sem(1,3,5)	16/07/2018	03/04/2019
BSc	NA	Sem(2,4,6)	08/01/2019	30/07/2019
BCA	NA	Sem(1,3,5)	16/07/2018	28/03/2019
BCA	NA	Sem(2,4,6)	08/01/2019	26/07/2019
MA	NA	Sem(1,3)	16/07/2018	10/04/2019
MA	NA	Sem(2,4)	08/01/2019	30/07/2019
MSc	NA	Sem(1,3)	16/07/2018	04/04/2019
MSc	NA	Sem(2,4)	08/01/2019	29/07/2019
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### 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)



The Continuous Internal Evaluation system of the college comprises of two mid-semester tests, given during each of the two semesters in a session and assignments which are presentations made by the students and could be both oral as well as a written project. The attendance of the students is also one of the three criteria of evaluation. The mechanism of internal assessment is transparent and therefore, based on student attendance in the class, performance of the students in the MSTs and overall gradation for their assignments. The institution has introduced no reforms on the CIE so far, because the college adheres strictly to the affiliating university guidelines in this matter.

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

At the commencement of every academic session, the affiliating University issues an academic calendar. The academic calendar specifies the admission dates for the undergraduate and post graduate level classes. The period of the beginning and ending of a particular teaching semester, along with winter and summer break, are specified. The college adheres to the given schedule strictly. The mid semester test dates are specified in the calendar. The examination calendar of mid semester tests is prepared by the examination committee and the date sheet is generally issued a fortnight before the tests. Apart from this, important days are celebrated in the college about which a tentative schedule is also given. Notices and circulars are of course still shared for the information of students and staff before important days like the sports meet, annual academic day etc. so that due preparations can be done.

## 2.6 – Student Performance and Learning Outcomes

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

<http://gcgpatiala.in/pdf/ProgramOutcomes.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
NA	BSc	Non Medical	33	30	90.9
NA	MA	Music Vocal	5	5	100
NA	MA	Dance	7	7	100

[View File](#)

## 2.7 – Student Satisfaction Survey

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

[http://gcgpatiala.in/pdf/student\\_satisfaction\\_report\\_2018-19.pdf](http://gcgpatiala.in/pdf/student_satisfaction_report_2018-19.pdf)

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

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

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

Title of workshop/seminar	Name of the Dept.	Date
Nil	Nil	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	Nil	Nil	Nil	Nil
No file uploaded.				

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

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

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

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

Name of the Department	Number of PhD's Awarded
Nil	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Home Science	5	Nil
<a href="#">View File</a>			

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

Department	Number of Publication
HINDI	3
<a href="#">View File</a>	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Food	Dr	Internat	2018	0	UGC	5

Habits and Dietary Pattern of the elderly men belonging to different income groups	Balwinder Kaur and Prabhjot Kaur	International Journal of Home Science			Approved	
<a href="#">View File</a>						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Food Habits and Dietary Pattern of the elderly men belonging to different income groups	Dr Balwinder Kaur and Prabhjot Kaur	International Journal of Home Science	2018	0	5	UGC Approved
<a href="#">View File</a>						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	1	1	1
<a href="#">View File</a>				

## 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
ATC Camp	NCC (Govt College of Girls Patiala)	6	41
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### 3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NSS	66,000	NSS deptt Punjabi	300

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Nil	Ministry of Youth affairs and sports, Govt of India	Youth Parliament	2	7
<a href="#">View File</a>				

### 3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NA	NA	NA	0
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NA	NA	NA	Nil	Nil	NA
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NA	Nil	NA	0
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## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
167000	121756

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	Existing
Laboratories	Existing

Seminar halls with ICT facilities	Existing
<a href="#">View File</a>	

#### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
excel database	Fully	na	2013

##### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	57103	Nil	Nil	Nil	57103	0
Journals	69	45459	Nil	Nil	69	45459
e-Journals	Nil	5900	Nil	Nil	Nil	5900
<a href="#">View File</a>						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
00	00	00	01/07/2018
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#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	60	3	10	0	0	0	0	15	0
Added	0	0	0	0	0	0	0	0	0
Total	60	3	10	0	0	0	0	15	0

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

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

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
nil	<a href="http://www.nil.com">www.nil.com</a>

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on	Expenditure incurred on	Assigned budget on	Expenditure incurred on
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academic facilities	maintenance of academic facilities	physical facilities	maintenance of physical facilities
4799281	992507	167000	121756

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

The institution has a streamlined approach for the creation and enhancement of infrastructure. The department heads and heads of various committees apprise the Principal of their requirements in writing and purchases are done through the respective purchase committees. The construction, renovation and the purchase of expensive equipment are subject to the sanctions from government and UGC. For practical subjects nominal fee is charged from the students and the fund thus collected is used to add to material and equipment for practical purposes. The college has 31 classrooms, 4 technology enabled learning spaces, 1 auditorium, 1 seminar hall, 28 labs and 1 botanical garden. In addition, there are 6 playgrounds, 1 gymnasium, an NSS and an NCC room each, Language Lab, Health and Yoga center. The college has a well-equipped library with a seating capacity of 150. It has got 3 computers, Internet connections and infolibnet facility. It has text books, reference books, journals and magazines. New books and journals are added every year after consulting the departments and members of the advisory committee. The library also has a Photostat machine and a printer. The catalogue of books is in excel and students and staff are duly guided by the library staff to search and locate books. The institution boasts of adequate and updated infrastructure. More computers have been added to the already existing labs. The computer department and the other departments of the college, administrative block are making use of 10 internet connections availed through NMEICT. The college is committed to keep pace with technology. The maintenance and the upkeep of the infrastructure is the top priority of the institution. Each department with practical subject has academic support staff that looks after the labs and equipment. Stock checking, calibration measures and updation from time to time ensure the proper maintenance of the sensitive equipment, material and property of the college. The college has two well-equipped computer labs with internet facility, which has been made available to the faculty and students on the campus only. In addition to this, internet facility is also available in the library. The departments of Fine Arts and Biotechnology have also been computerized with internet connection. The college has been successful in computerizing some departments. The institution plans to provide computer and internet facility to all the departments and also enable the students to avail of this facility to access their notes and lectures online. The institution facilitates extensive use of ICT resources by encouraging the use of computer aids in teaching, presentations and demonstrations. Projectors are being used in seminars, workshops and extension lectures. In the ICT enabled classroom, the student has direct access to the knowledge available through computer and internet. The teacher, in this case, takes up the role of a facilitator by guiding the students as to what, how, how much and when to access and make use of the ICT facility to them.

<http://www.gcgpatiala.in/>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	na	0	0

<b>Financial Support from Other Sources</b>			
a) National	POST MATRIC SCHOLARSHIP FOR SC OBC 2. POST MATRIC SCHOLARSHIP FOR MINORITIES	568	0
b) International	na	0	0
<a href="#">View File</a>			

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Soft skill and language	Nil	22	radio station
Yoga and Meditation	21/06/2018	310	nss, ncc
Personal Counselling And Mentoring	Nil	300	NSS, NCC, Red Cross
No file uploaded.			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Counselling by college staff	27	Nil	Nil	Nil
No file uploaded.					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
85	85	2

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
na	0	0	na	0	0
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### 5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	8	BA	ARTS	GCG PTA	FINE ARTS
2018	5	BA	Arts	GCG Patiala	MA dANCE
2018	4	BA	Arts	GCG Patiala	MA MUSIC VOCAL
2018	4	BSC.	SCIENCE	GCG Patiala	MSC FOODS & NUTRITION
2018	12	BA	ARTS	GCG PTA	PGDCA
2018	1	BSC. BIOTECH	SCIENCE	MMMODI COLLEGE	MSC. BIOTECH
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### 5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Nil	0
No file uploaded.	

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

Activity	Level	Number of Participants
talent hunt	college	220
<a href="#">View File</a>		

## 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	GOLD MEDAL	National	1	Nil	430	RICHA
No file uploaded.						

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

Students constitute a major stakeholder in the institutional growth. Utilization of the support and ideas of the students is the paramount requirement for the prosperity and well-being of the institute. • NSS: National Service Scheme (NSS) is beneficial to both students as well as the society in various different means. NSS helps the student to grow individually and also as a group. It makes the students confident, develop leadership skills, and gain knowledge about different people from different walks of life. Students also learn other skills that help them lead a better life in various situations. It helps them to develop among themselves a sense of social and civic responsibility. It helps to identify the needs and problems of the community



and involve them in problem solving process. The 03 Units of NSS of our college had adopted the nearby Village KHEDI GUJRAAN, where our students go for a 07 days camp for an Awareness drive to prevent Hay fires. • Alumni Association: Alumni Association is in place to strengthen the relationship amongst alumni. The purpose of an association is to foster a spirit of loyalty and to promote the general welfare of your organization. Alumni associations exist to support the parent organizations goals, and to strengthen the ties between alumni, the community, and the parent organization. Proud alumni often serve as powerful ambassadors for their institutions brand and speak glowingly of their college years. Alumni are nostalgic and love opportunities to return to campus. With smart technology, institutional leaders can create engaging experiences that will bring the campus to alumni. • NCC: The NCC aims at developing character, comradeship, discipline, a secular outlook, the spirit of adventure and ideals of selfless service amongst young citizens. The NCC provides exposure to the cadets in a wide range of activities, with a distinct emphasis on Social Services, Discipline and Adventure Training. • Buddy Groups: Buddy groups helps to be a support system to each other and to uplift the bond of friends in need whether it can be an emotional or mental support. It gives the quality of re-building of mental strength to face what may come in urgency. Hence, the college council supports them and guide them about the awareness of the dark side of Drugs, our youth is facing these days. We help them and guide them to think and be aware of the situations around you and then react with positivity and all senses keeping the moral values in mind.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

It helps to develop and keep social contacts among the Alumni Associations alive, active and serve as a forum to promote and foster the relationship between the alumni, present students, the staff and the management of college with the basic objective to exchange ideas, which besides being mutually beneficial, will generally help in achieving excellence and professional competence and contribute to improve the quality of life. To provide a forum and platform to foster, encourage and build the sense of belonging among the members of the alumni, the present students, the staff and Management of the college with the common goal of all round development. It helps to establish and encourage healthy academic, social and cultural atmosphere among the members of the Alumni and through that process serve the community in its academic pursuit.

5.4.2 – No. of enrolled Alumni:

491

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Two printers cashing 24000/- were donated to office and computer Lab. 75 plants were donated to students. According to Swachhta Abhyan Dustbins were provided to college. Amount 14700/- donated for fees to needy students.

### CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 – Institutional Vision and Leadership

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

The administration is decentralized. All the committees formed by the Principal are fully authorized to take decisions following the rules. The heads of departments and conveners of different bodies are free to exercise their choices in terms of academic, cultural and sporting activities. The institution plans to take many steps for its overall development. The thrust of its development plan is vocationalisation of education and enhanced use of technology for teaching-learning and administration. The second installment of RUSA is proposed to be used for improving the infrastructure. The institute plans to construct a cafeteria-cum-student centre, new toilets and renovate staff quarters. The college is inclined to have a new spacious library building. It also proposes to have smart classrooms equipped with audio-visual aids. The college is also doing a great deal to promote Punjabi language and culture. It is also involving its students in community welfare activities through NSS, Red Cross, NCC and Youth club thereby also inculcating a sense of discipline and dignity of labor in them, so that they eventually grow into responsible, useful, confident and mature members of society. By educating young minds, our end goal is to enable them to achieve economic independence and a decent social placement. Students who have financial constraints but otherwise have shown good results are given monetary assistance, so that they are not deprived of opportunities.

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

No

## 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Examination and Evaluation	All students have to attend a 75 lectures which is mandatory for them to appear in the university examinations. There are MSTs and house tests in which they have to secure a minimum fixed percentage. Besides these two conditions, all students are required to take class tests which are on monthly basis.
Curriculum Development	In order to achieve vision and mission of the College, the curriculum development process focuses on the needs of society. The requirements are received through formal feedback channels and informal interactions with the members of different sections of society. The course outcomes are outlined in alliance with the programme specific outcomes which further ensure the fulfilment of Programme outcomes.
Teaching and Learning	There is a regular assessment programme of students, which comprises MSTs, house tests and the annual exam. Students who do not fair well and are found wanting are encouraged to meet their concerned teachers in their free periods. The teachers pay special attention to such category of students.

	<p>Students are allotted different days to visit well stocked library with e-resources ,so that they can keep in touch with the latest and gain in general. The college has a very well educated and dedicated faculty but in order to enhance their competence they are also encouraged to attend various programmes namely orientation and refresher courses, workshops, seminars etc.</p>
<p>Research and Development</p>	<p>The college extends all help to the faculty to encourage them for research. They are allowed to attend seminars, workshops and present papers. Their applications for grants and study leave are duly forwarded to the authorities concerned. The college has also subscribed to Inflibnet so that the staff can have access to electronic resources.</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>ICT enabled teaching- learning, smart class rooms seminars with PPT presentation are part of education. Wi-Fi facility is provided for the students and staff in the college campus. The College campus has been monitored with CCTV facility for keeping a check. E-resources for research academic content access are provided and updated for students and staff.</p>
<p>Human Resource Management</p>	<p>Staff enrichment programs are conducted in the college campus for teaching and non-teaching staff. Recruitment of the staff is done purely on the merit basis and as per the guidelines of UGC and Punjabi University, Patiala. Special Training programmes like Spoken English, personality Development, Entrepreneurship Skills are carried out for both UG and PG students. Counselling is provided to the students to resolve their problems by the class teachers and subject teachers.</p>
<p>Industry Interaction / Collaboration</p>	<p>Students of M.Sc. Food and Nutrition regularly visit different food industries/food related institutions to get first hand information and practical knowledge of the subject. Students of M.Sc. go for 6 weeks' practical training /internship in Dietetics Departments of recognized medical institutions like PGI, Chandigarh, Government Multi Specialty</p>

	Hospital, Sec 16, Chandigarh: Government Medical College and Hospital, Sec 32, Chandigarh: DMC Ludhiana. Students of B.Sc. and Biotech go for practical training.
Admission of Students	The college offers Undergraduate courses, postgraduate courses and Postgraduate diploma course. The offered programs are versatile, job oriented and providing employability skills to students. Admission committees monitor the admission process of every course. Eligibility conditions are relaxed for SC/BC/ Sports persons as per Central /State Government norms. Student database is prepared simultaneously during admission. Poor/needy Students are given the relief in depositing the fee in installments.

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

E-governance area	Details
Planning and Development	All major decisions regarding Academics and Administration are displayed on the College Website. Students and Teachers can give their suggestions regarding these matters.
Administration	All the notices are displayed on the LCDs installed at various places in the college campus. Teachers are also informed about important information through groups on Social Media.
Finance and Accounts	The Ledger book, Balance sheet, Cash book and Profit Loss account are handled through state government portal.
Examination	Students can check notices regarding last dates of filling the examination forms, date sheets and result updates from College Website. Use of all infrastructural facilities is made for the conduct of examinations which include computer systems, printers, scanners for smooth functioning of examination branch.
Student Admission and Support	Admission is offered to students from other states also. The details of all the students at the time of admissions are entered into student database. Fees can be deposited online into college bank account.

### 6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee

of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nil	NA	NA	NA	0
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nil	NA	NA	Nil	Nil	Nil	Nil
No file uploaded.						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
NIL	0	Nil	Nil	0
No file uploaded.				

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

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

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
LTC, ChildCare leave, Earned leave, Maternity Leave, Medical leave	Maternity Leave, Wheat loan, Festival loan, Uniform allowance, Mobile allowance, Medical leave, Job on compassionate ground	SC students Scholarship schemes

## 6.4 – Financial Management and Resource Mobilization

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

The Principal after consulting the council formulates various purchase committees to ensure effective and efficient use of available financial resources. It is the responsibility of the bursar to supervise the economical and judicious use of available funds. The committees make purchases and ensure optimum utilization of funds. All purchases are done following the procedure directed by the government. Being a government institute, the external audit is done by representative of the Punjab government. The audit for PTA, self

finance course and UGC funds is done by a private registered CA engaged by the college .Whatever objections are raised are rectified and compliance done. Till date no audit objections have been recorded. Major sources of funding include Annual Budget allotment by the Government, UGC Grants, RUSA Grant, fee collected from the students and PTA fund. Though the college depends on government grants yet it tries to make use of various UGC schemes for elevating the standard of higher education. The college responds to grant offers positively and drafts proposals to elicit maximum benefit out of them. The college has got substantial funds under RUSA for building, furniture and lab equipment. The institution attempts timely and proper utilization of funds to ensure the release of further installments.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	NA
No file uploaded.		

6.4.3 – Total corpus fund generated

0
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## 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	NA	No	Nill
Administrative	Yes	ACCOUNTANT GENERAL	No	Nill

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

1)Amount was spent on intruments and trainer hired in Youth Festival. 2)550 Guru Nanak Dev Ji Parkash Purab Celebrated in college. 3)The labor charges were paid for the Swach Bharat Abhiyan.

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

Teachers attend workshops and seminars. This intellectual activity certainly provides an impetus to the scholars which in turn helps them to deliver better discourses. On the other hand non-teaching staff is also sent to take part in various skill-enhancing programmes. Lectures on: • Hygiene Lecture • Women safety • Mental Health Talk.

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

Assessment and accreditation is a National corollary of the entire spectrum if teaching learning and evaluation process adopted by the institutes of higher education. NAAC assessment provides institutes of higher education an oppurtunity for introspection self analysis, revising old frameworks and setting new benchmarks for systematic and systematized evaluation.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No

c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
Nill	IQAC decided to purchase new text books for library so that the financially weak students may be benefitted.	Nill	Nill	Nill	Nill
Nill	Decision was made to renovate Botany lab and staff quarters according to the present day needs.	Nill	Nill	Nill	Nill
Nill	Various celebrations held on the occasion of 550th Birth Anniversary of Guru Nanak Dev Ji	Nill	Nill	Nill	Nill
Nill	IQAC gave various suggestions to improve student attendance and the House tests to be conducted vigilantly.	Nill	Nill	Nill	Nill
Nill	A decision was made to seek permission from the D.P.I. to appoint one more library restorer so that the	Nill	Nill	Nill	Nill

library  
could  
function  
more  
efficiently.

[View File](#)

## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
NOT APPLICABLE as ours is a prestigious girls' college in the Patiala region. Our vision rests upon creating a safe space for our students and providing a gender sensitive and empowering education.	Nil	Nil	Nil	Nil

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

Percentage of power requirement of the University met by the renewable energy sources

Nil

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	15/04/2018	1	Play by National Arts Theatre Society	Beti Bachao Beti Padao	200



2018	1	1	20/04/2018	1	Poster Making	Current Economic Issues	20
2018	1	1	25/04/2018	1	Lecture	Prevention of Malaria	200
2018	1	1	31/05/2018	1	No Tobacco Day	Harmful Effects of Tobacco	200
2018	1	1	15/08/2018	1	Independence Day	Freedom from Drugs	500
2018	1	1	27/09/2018	1	Awareness Rally	Beti Bachao Beti Padao	150
2018	1	1	17/10/2018	1	Awareness Campaign	Stubble Burning	150
2018	1	1	11/05/2018	1	Awareness Rally	Blood Donation	150
2018	1	1	26/11/2018	1	Blood Donation Camp	Blood Donation	10
Nil	Nil	Nil	Nil	Nil	Please see attached file for more data	Nil	Nil

[View File](#)

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
College Prospectus	Nil	<p>The institution has developed a code of conduct for the students, where they have to abide the rules and regulations of the institution. On the time of Admission College Prospectus is given to students. It includes rules for admission, summary of all the courses offered by different departments.</p> <p>Each and every information like Academic Calendar, Admission Procedure, General Guidelines, Courses,</p>

Departments, Total Number of Seats, Fees and Charges, Reservation Policy, Refund Policy, Scholarships, Teaching and Administrative staff etc. is provided in the College Prospectus

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

Activity	Duration From	Duration To	Number of participants
Gidha Presentation on the Independence Day	15/08/2018	15/08/2018	250
Lecture on the Theme of Punjabi Novel EHO HAMARA JEEVANA	30/08/2018	30/08/2018	200
Nukkad Natak Sidha Rah Seeveyan Nu Jave on Anti Drug Awareness	01/09/2018	01/09/2018	250
Hindi Day	14/09/2018	14/09/2018	100
NSS Volunteers participated in Shanti March organised by Punjab Government	02/10/2018	02/10/2018	200
Essay writing and Chart Making on Teachings of Guru Nanak Dev Ji	14/11/2018	14/11/2018	50
Constitution Day	26/11/2018	26/11/2018	150
Republic Day- Gidha Presentation	26/01/2019	26/01/2019	250
Mother Language Day	21/02/2019	21/02/2019	250

[View File](#)

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

1. On 5th June 2018, on the occasion of Environment Day, Awareness Rally to Save Environment was organized. 2. On 26th July 2018, President of Global Human Organisation, Col. Bishan Dass donated and planted saplings in the college premises. 3. On 24th September 2018, on the occasion of NSS day, Inter College slogan writing/ Poster Making/Collage Making/On the Spot Painting competition on the theme 'Swachhta Hi Sewa' was organized. 4. NSS Seven Day Camp on the theme Swachh Bharat Swasth Bharat was organized from 18th October 2018 to 24th October 2018. 5. On 19th January 2019, Cleanliness campaign and awareness rally to save environment was organized at college campus. Students took the Swachhta Pledge. 6. Swachhta Club was also formed in the college.

## 7.2 – Best Practices

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

Best Practice -- I

1. Title of the Practice Health Awareness Activities
2. Goal The college believes in holistic education for the girls which is not confined to mere literacy. As girls tomorrow will be playing a larger role of being mothers and nurturers, it was felt that there is a need to sensitize them and make them aware of the importance of good health, healthy practices and nutritious diet. This practice was undertaken to spread awareness among girl students about their health and general well being. Only when the woman in a household is well-nourished herself will she be able to look after the family.
3. The Context The college caters primarily to girl students from economically weaker sections and rural backgrounds. It was observed that very often they suffered from malnutrition and unhealthy eating habits and lacked awareness about personal hygiene. Keeping this in mind the Nutrition and Dietetics department has devised this plan to inform and spread awareness among the students. This plan consists of multifarious activities like lectures, health camps, distribution of informative pamphlets and demos of nutritional recipes.
4. The Practice Each year a health camp is organized in the college. This year on the occasion of International Women's Day a free medical check up camp was organized in collaboration with Bhai Kanhaiya Institute of Medical Studies and Aggarwal Sabha. In this camp the hemoglobin of the students is tested, their weight, height and BMI taken and the required supplements and corrective measures recommended. Lectures on issues related with female health are organized to educate students, so that they can help themselves and also other women in their family. Even the food-stalls put up yearly are based on the theme of 'more nutritious food at a lower cost'. Pamphlets related with nutrition and balanced diet are also distributed among students, teaching and non-teaching staff.
5. Evidence of success There is clear evidence to show that the awareness among girls vis-à-vis their health and day to day nutritional requirements increases during their stay in college. Girls show a marked improvement in their general well being and personality when they are ready to leave college. Besides the girl students, the staff members also stand to benefit from updates on health from time to time. Feedback is also collected from visitors to the food stalls and the encouraging remarks are clear evidence of the success of the venture. These inputs are also valuable in bringing about required changes, if any.
6. Problems encountered and resources required Girls have to be motivated to participate and take on responsibility for all the arrangements. For the food stalls, the infrastructure required is already available in the department. The expenditure incurred on setting up food stalls is recovered from the sale of food items. It works on the principle of 'no profit no loss'. The department arranges for sponsorship from private firms for health camps on the campus. Materials for demos on proper cooking methods are arranged from funds for practicals.

**Best Practice 2 Title: Community Sensitization**

**Objectives of the practice ?** To sensitize students about their surrounding ? To make students realize social issues ? To serve the underprivileged and needy. ? Building social support and helping local governments. ? To make a positive difference in society. ? To make the world a better place.

**The context** Our institute provides a vibrant environment that allows the students to think critically and behave sensibly. Community sensitization plays a vital role in making them good citizens. The sensitization activities organized in the institution teach students how to work for a common goal. They learn discipline and time management.

**The Practice**

In the session, 2017-18 various community sensitization programs were organized. The college has three units of N.S.S. with 300 volunteers. The NSS department organized 3 one day and one 7 day camps at the college campus and adopted the village. During camps, various activities like cleanliness, plantation, saving water, and electricity prevention from diseases were conducted. Six volunteers got merit certificates under the mission-Each one Reach one, teach one. NSS department also celebrated Environment Day, Teachers Day, N.S.S Day, Flag Day, National Unity Day, Constitution Day, AIDS Day,

Voters Day, etc. Various Lectures on Traffic awareness, First Aid, and Environmental Pollution were organized. Volunteers also visited orphanages to donate eatables and clothes. Blood Donation camps were organized with the cooperation of the Red Cross and the Red Ribbon club of the institution. A cultural programme of the Lori celebration of girls was organised. 495 Buddy groups were constituted to the aware student about the effects of drugs. The purpose of Buddy Group was to make society drug-free. Evidence of success

Community sensitization activities proved very beneficial. Sustained involvement in more than one activity reflected the talent and potential of students. As most of these activities were group-oriented, they taught them social interaction and relationship development. They learned to face the challenges of their future life. Besides this, when applying for admission for higher degrees, they will get a preference too. Problems Encountered and Resources Required First of all, the problem faced by us was motivating and encouraging students. A lot of counselling was needed. The students had to manage time for extra activities. Sometimes their academic schedule got disturbed. Financial constraints were also there. More funds are required to facilitate students. A transport system should be there for easy access to faraway places from campus and separate time should be given to students for community service so that they can cope with their studies. Best Practice -- I

1. Title of the Practice Health Awareness Activities 2. Goal The college believes in holistic education for the girls which is not confined to mere literacy. As girls tomorrow will be playing a larger role of being mothers and nurturers, it was felt that there is a need to sensitize them and make them aware of the importance of good health, healthy practices and nutritious diet.

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

[http://gcgpatiala.in/pdf/best\\_practices\\_2018-19.pdf](http://gcgpatiala.in/pdf/best_practices_2018-19.pdf)

### 7.3 – Institutional Distinctiveness

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

With a mission to fight against drug abuse in the state, the Government of Punjab has been running a first-of-its-kind initiative called the Buddy Program. The Buddy Program aims to educate children about the ill-effects of drug abuse and generate positive peer influence. In August 2018, under the Buddy Program, 4 Nodal officers of the college took two days training at MAGSIPA, Mohali, Punjab. According to the directions of the government of Punjab all students of the college have been divided into different Buddy Groups and each buddy group consists of 5 students. All teachers of the college act as Senior Buddy and interact with the students in a fixed time slot. Following activities were organised for the successful implementation of the Buddy Program: 1. To spread the awareness about the harmful effects of drugs in society a Nukkad Natak Sidha Rah Seeveyan Nu Jave on Anti-Drug Awareness was played in the college campus. 2. On the occasion of Independence Day, 500 students took part in the freedom from drugs program initiated by Punjab Government. 3. In November 2018, 3 teachers of the college gave buddy program training to the school teachers so that buddy program can be implemented successfully in schools also. 4. In November 2018, a play on the theme of anti-drug awareness was also played in the college campus. 5. Under the buddy program, March 23rd, 2019 was celebrated as youth empowerment day in the college.

Provide the weblink of the institution

<https://gcgpatiala.in/>

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

The Institute is determined to excel academically in the upcoming session. IQAC plans to uphold more Extension Lectures and Enrichment Programs for both students as well as teachers. First and foremost priority of the Institute would be increasing the number of admissions in the next academic session. Also, new staff will be recruited against the vacant posts so that the students do not suffer a loss of their studies. We intend to improve our feedback system too. The Administration intends to organize a National Conference in Science and all the necessary actions for the same shall be taken in the upcoming academic year. Hostel facilities will be reviewed and all the requirements will be fulfilled for students comfort. A Youth Club will be formed which will organize various events and festivities in the upcoming year. It is planned that a Fete will be organized to celebrate Diwali. Periodic Tests and student attendance to be managed vigilantly.

