



## Yearly Status Report - 2017-2018

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		GOVERNMENT COLLEGE FOR GIRLS, PATIALA
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	Stadium Road, Opposite Y.P.S	
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 Kumar Goyal
Phone no/Alternate Phone no.	+918146303000
Mobile no.	9463060710
Registered Email	gcwpatiala@gmail.com
Alternate Email	gcgpatiala01@gmail.com

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="http://www.gcgpatiala.in/pdf/aqar%202016-17%20II.pdf">http://www.gcgpatiala.in/pdf/aqar%202016-17%20II.pdf</a>
4. Whether Academic Calendar prepared during the year	No

### 5. Accreditation Details

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

6. Date of Establishment of IQAC	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
Extension Lecture on Women Empowerment	16-Feb-2018 1	150
Lohri Dheeyan Di celebrated with a message of Women Empowerment	13-Jan-2018 1	250
NAtional Breast feeding week celebrated	03-Aug-2017 1	50

Platinum Jubilee Celebrations	18-Nov-2017 1	600
<a href="#">View File</a>		

**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	2018 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 :**

2

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

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**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. 495 buddy groups formed. Each buddy groups has 5 students and a teacher incharge for spreading awareness against Drug Abuse. 2. With a goal to make Swachh Baharat Swasth Bharat, Swachhta Club has been formed in the college. 3. Platinum Jubilee celebrations were held with great enthusiasm and fervour. The chief guest for the function was Former External Affairs Minister Maharani Parneet Kaur Ji. 4. National Breast Feeding Week was celebrated and an extension lecture on Importance of Breast Feeding was organized by Nutrition and Dietetics Department. The lecture was delivered by Dr. Vineet Kaur from the Community Medicine Deptt, Govt. Medical College, Patiala. 5. Extension Lecture on "Women Empowerment" by Dr. Rao, Modi University, Rajasthan was held on 16.02.2018.

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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
Emphasis on Academic growth and improvement	Periodic Test conducted vigilantly and students were evaluated time to time. Also, extra classes were given to weak students
Platinum Jubilee to be celebrated	Different activities and events held by all the Departments
Hidden Talent to be found from amongst the students	Talent Hunts organised by different departments and the deserving students participated in Youth Festival
Beautification of Campus	Landscaping of the waste land done and paths laid.
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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	2018
Date of Submission	21-Mar-2018
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. All departmental heads hold meetings at the end of a session to design workload of the dept. for the coming session. The heads 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

textbooks prescribed in the syllabus are used for primary reading and reference. For effective delivery of the curriculum, different modes of teaching like online mode through google meet, zoom app, whatsapp, audio-visual aids, maps, models, PPT presentations, seminars, internet were 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 organized 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	N/A	Nil	0	na	na

### 1.2 – Academic Flexibility

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

Programme/Course	Programme Specialization	Dates of Introduction
Nil	N/A	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, Music Vocal, Dance, Food and Nutrition	Nil
BA	Three year degree Program	Nil
BA	Honours in Pol.sc., Psychology, Hindi, English, Sanskrit, Economics.	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
M.Sc. Food and Nutrition, M.A. Fine	Nil	2217

Arts, B.A. I,II,III-  
Functional  
English, Psychology,  
Physical Education, Drug  
Abuse Fine Arts, Computer  
science, E.V.S., Home  
Science, BCA, PGDCA

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### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Functional English, Home science, Fine Arts.	353
MSc	Food and Nutrition	23
MA	Fine Arts	44

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## 1.4 – Feedback System

### 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

#### Feedback Obtained

Feedback 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. Installment 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. Installment 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 form for alumni which contains questions pertaining to the needs of passed 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 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	humanities	600	652	652
BSc	Medical	40	47	47
BSc	Non- Medical	30	35	35
BSc	Home Science	30	18	18
BSc	Biotech	40	16	16
BCA	Nil	40	36	36
MA	Fine Arts	20	23	23
MA	Dance	10	8	8
MA	Music Vocal	10	8	8

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### 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	804	81	Nil	Nil	82

### 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

82	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 student mentoring system in the college comprises of the college tutorial system, career counselling cell, NSS and NCC units as well as mentoring of the students at the departmental level from time to time. At the commencement of every session, each teacher-mentor is given charge of fifty students. During the tutorial periods, conducted from time to time, students are acquainted with the general rules of the college, the academic and extra-curricular activities that are to take place as well as other related matters are conveyed to the students. Mentees are guided to approach their tutor-mentors on any issues whatsoever which are dealt with the able guidance of the latter. A record of the student-mentees is kept with the teacher-mentor and attendance is also taken. The career counselling cell of the college works for the awareness of students in providing them career and placement opportunities. In addition to this, the college NSS and NCC units bring the best out of the students by training them on team work and capacity building.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2388	82	1:29

## 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
84	82	2	0	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
Nill	NA	Nill	Nill
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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	Nill	Sem(1,3,5)	17/07/2017	08/03/2018
BA	Nill	Sem(2,4,6)	08/01/2018	17/07/2018
BSc	Nill	Sem(1,3,5)	17/07/2017	05/04/2018
BSc	Nill	Sem(2,4,6)	08/01/2018	03/08/2018
BCA	Nill	Sem(1,3,5)	17/07/2017	10/04/2018
BCA	Nill	Sem(2,4,6)	08/01/2018	20/07/2018
MA	Nill	Sem(1,3)	17/07/2017	06/03/2018
MA	Nill	Sem(2,4)	08/01/2018	12/07/2018



MSc	Nill	Sem(1,3)	17/07/2017	21/03/2018
MSc	Nill	Sem(2,4)	08/01/2018	13/07/2018
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#### 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Dedicated classroom teaching and a continuous testing pattern is followed with rigor throughout the teaching semesters. Two mid semester tests along with assignments submitted by the students as well as their attendance in the classroom are the markers for evaluation of students at the end of each of the two semesters. In addition to this, class interaction, quizzes, mock- practical tests are conducted by the teachers from time to time. All this helps in evaluating students further for internal assessment which is awarded to students on the pattern provided by the affiliating university. Students are continuously encouraged to be regular in classes and teachers are asked to list students who remain absent for more than ten days in a row via a circular taken out by the head of the institution. The list of absent students is displayed on the college notice board. The practice not only discourages absenteeism but also makes certain that a fair evaluation may be done.

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

The college academic calendar ensures smooth functioning of not only examinations but also a time bound conduct of overall affairs in the college. The academic calendar is prepared before the commencement of every academic year. The college adheres to the schedule given by the affiliating university, Punjabi University Patiala. The teaching dates for each semester are taken care of. Extra-curricular activities and various functions to be organized in the college during the session are planned and tentative dates are given out. The examination dates for mid semester tests are also supplied in the calendar. The date sheet of the exams, though, is issued generally a fortnight prior to the MSTs.

### 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
BAP	BSc	Medical	38	36	94.73
BAP	BSc	Home Science	15	14	93.33

[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\\_2017-18.pdf](http://gcgpatiala.in/pdf/student_satisfaction_report_2017-18.pdf)

### **CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION**

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	00	na	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
N.A	N.A	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
N.A	N.A	N.A	Nil	N.A
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#### 3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
N.A	N.A	N.A	N.A	N.A	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	1	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	2
<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	Name of	Title of journal	Year of	Citation Index	Institutional	Number of
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Paper	Author		publication		affiliation as mentioned in the publication	citations excluding self citation
Attaining Selfhood: An Analysis of Babys Halders A Life Less Ordinary	Ritika Agnihotri	Quest Journals: Journal of Research in Humanities and Social Science	2018	0	Quest Journals	0
<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
Attaining Selfhood: An Analysis of Babys Halders A Life Less Ordinary	Ritika Agnihotri	Quest Journals: Journal of Research in Humanities and Social Science	2018	0	0	Quest Journals
<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
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### 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
Attended Annual Training Camp	Punjab Batallion	2	12
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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
NIL	NIL	NIL	0
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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
Home Nursing and First Aid Examination	St John Ambulance (India) Indian Red Cross Society	Home Nursing and First Aid Examination	6	88
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### 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
NIL	NIL	NIL	0
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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
00	00	00	Nil	Nil	00
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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
NIL	Nil	NIL	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
184000	179498

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

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#### 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	NIL	2013

##### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	56834	93275	Nil	Nil	56834	93275
Journals	66	62431	Nil	Nil	66	62431

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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
na	na	na	Nil
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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

##### 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
PDFs PPTs Video Recordings, Voice Recordings	<a href="#">NA</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 academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
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838934

827499

184000

179498

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 inflibnet 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. There is an advisory committee for the library with the Principal as its chairperson and two senior faculty members-one from humanities and one from sciences. The committee provides guidance regarding policy and development activities for the library. 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. The college facilitates the transmission of Edusat lectures by providing and maintaining a room equipped with the device. In the ICT enabled classroom, the student has direct access to knowledge through computer and internet.

<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 BC	639	0
b) International	0	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
YOGA MEDITATION	21/06/2017	310	NSS, NCC
COUNSELLING	22/09/2018	150	NSS
SVEEP	Nil	295	ELECTION COMMISSION PATIALA
CAREER COUNSELLING	26/01/2018	70	COLLEGE STAFF
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
2017	coaching given at personal level by Prof Shyam Sunder Sharma	24	0	0	0
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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
70	70	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
00	0	0	1	18	1
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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
2017	18	BA	Arts	GCG PATIALA	MA FINE ARTS
2017	5	BA	Arts	GCG Patiala	MA dANCE
2017	5	BA	Arts	GCG Patiala	MA MUSIC VOCAL
2017	4	PGDCA	COMPUTERS	GCG Patiala	MSC. IT
2017	5	BSC.	SCIENCE	GCG PTA	MSC. FOOD & nUTRITION
2017	15	BA	ARTS	GCG PTA	PGDCA
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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
lohri dheeyan di	college	250
SPORTS MEET	College	180
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## 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2017	SILVER MEDALS	National	3	Nil	3631	ANURADHA DUBEY
2017	Gold medal	National	1	Nil	587	SUKHMAN
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

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.

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 :

Provided books and paid fees of needy students who hail from weaker sections. OSA organised an Essay writing Competition for the students and prizes were distributed. OSA provided dustbins for the college campus.

### 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)

College believes in decentralized governance for better implementation of policies and plans. To accomplish this, college divides administrative area and delegate duties to the faculty members in form of bursar, registrar and deans. In addition, there are teachers incharge of different committees related to academic, financial, cultural, co-curricular and students welfare affairs. Coordinators and Conveners for various activities such as Academics, Quality Assurance, Research and Development, Career Guidance and Placements, Admissions, Examination and Evaluation, Hostel Facilities and many more. Regular meetings of the Principal with the Vice-Principal, Heads are held to plan, execute, monitor and evaluate the forthcoming activities. The faculty members are involved in decision making process at different levels. The faculty members are actively involved in decision making as many are members of College Governing Body and other bodies and committees. Board of Studies' meetings, various extra-curricular activities viz. educational visits, guest lectures are independently handled by the Heads of Departments. The concept "Heads are the second line of administration" has been adopted for smooth functioning. . Heads of departments have full authority in recommending and purchasing requisite books, magazines, journals and instruments within allocated budget. Students are also given the opportunity to take responsibilities in various roles such as Class Representatives and Coordinators for various activities. Head of Department have freedom in organizing extra-curricular activities like tours, industrial visits, intra College or inter college competitions. 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. Society is not at all a neglected part as the local managing committee comprises representatives from different walks of society. Feedbacks from alumni (now are part of society) also provide valuable feedback.

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
Teaching and Learning	To promote technology enabled teaching learning process, ICT is effectively used. The fast learners are offered extra coaching to enable them to appear for professional and competitive examinations. The slow learners are offered extra remedial classes to improve their academic performance. Curriculum is designed to incorporate the skill development courses like field work, industrial visits, summer training etc. The College is using a well thought-out mix of

	<p>Traditional (chalk and talk, debates, quizzes etc.), Innovative (analysis of real life case studies, recent news etc.) Creative (Role Plays, Games etc.) and technologically advanced tools for teaching.</p>
Examination and Evaluation	<p>All students have to attend 75 lectures which is mandatory for them to appear in the university examination. There are MST (Monthly Semester Test) in which they have to secure a minimum fixed percentage. When it comes to sports there are opportunities galore. A student can show her prowess at different levels like inter-college, inter-university, All-India inter-university National and International competitions. Full transparency is followed in Internal Assessment calculation and it is duly shown to and got signed by the students before submitting to the examination branch.</p>
Research and Development	<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>
Library, ICT and Physical Infrastructure / Instrumentation	<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. E-resources for research academic content access are provided and updated for students and staff. The College campus has been monitored with CCTV facility for keeping a check.</p>
Human Resource Management	<p>The college has a placement cell which invites reputed companies and banks for campus visit in order to facilitate students to avail themselves of the benefit of walk in interviews and get decent opening in their career as beginners. The college also allows its faculty to attend orientation and refresher courses. Counselling is provided to the students to resolve their problems by the class teachers and subject teachers.</p>
Industry Interaction / Collaboration	<p>Placement drives have been conducted</p>

	<p>in the college campus. Industrial visits and Summer Training projects are mandatory in many UG and PG courses. Guest Speakers from various fields including industry are invited to share their experiences with students.</p>
Admission of Students	<p>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/needful Students are given the relief in depositing the fee in instalment's.</p>
Curriculum Development	<p>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. The draft syllabi are placed in the meeting of Board of Studies that includes members from industry, academics and representation from alumni. It is then placed for suggestions (if any) and approval in the Council.</p>

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

E-governance area	Details
Planning and Development	<p>All major decisions regarding Academics and Administration are displayed on the College Website and on Noticeboard. Students and Teachers can give their suggestions regarding these matters.</p>
Administration	<p>All the notices are displayed on the Digital Screen installed and at Noticeboard at various places in the college campus. Teachers are also informed about important information through groups on Social Media. Students can give their suggestions,</p>

	register grievances in the respective online tutorial groups.
Finance and Accounts	The Ledger book, Balance sheet, Cash book and Profit Loss account are handled through government portal.
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.
Examination	The Examination Module covers the compilation of results, mark sheets and Gazette Reports. Students can check notices regarding last dates of filling the examination forms, date sheets and result updates from College Website.

### 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	Nil	Nil	Nil	Nil
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	Nil	Nil	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	Nil	Nil	Nil	Nil
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	Nil	Nil
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#### 6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
LTC, Maternity Leave, Childcare leave, Earned Leave	Maternity benefits, Wheat Loan, Festival loan, Uniform loan, Mobile allowance, Job on compassionate ground	Scholarship for SC students whose parent income is less than 2,20,000.

#### 6.4 – Financial Management and Resource Mobilization

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

Being a government institute, the external audit is done by representative of the Punjab government No audit of government grants has been done in this year. 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.

##### 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	Nil	Nil
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	Yes	Principal
Administrative	Yes	Accountant General, Punjab	No	Nil

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

1) Parents Teacher Meeting is organized by the different Departments every session. The feedback report is also communicated to the parents about their Ward's academic and other activities performance. As many parents are alumni of the College they always provide constructive ideas and suggestions for the betterment of College. 2) The labor charges for Swacch Bharat Abhiyan were paid from Parent Teacher Association. 3)The guest lecturers are paid as per the UGC and Punjab Governement norms from Parent Teacher Association. 4)Sports Meet 5)Amount is spent on instruments used in Youth festival and trainers hired.

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

Teachers attended 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: Traffic Awareness •Women safety •Women health •Cancer awareness •Lecture cum-demonstration on self defense • Psychological/ Motivational counseling.

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

Assessment and accreditation is a National corollary of the entire spectrum of teaching learning and evaluation process adopted by the institutes of higher education. NAAC assessment provides institutes of higher education an opportunity 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
2017	NAtional Breast feeding week celebrated	03/08/2017	03/08/2017	03/08/2017	50
2017	Platinum Jubilee Celebrations	18/11/2017	18/11/2017	18/11/2017	600

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**CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**

**7.1 – Institutional Values and Social Responsibilities**

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Ours is a girls college that aims to provide gender sensitive and empowering education. Each and every activity is meant for the empowerment of the girl students	11/10/2017	11/10/2017	200	0

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	40

### 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
2017	1	1	28/04/2017	1	awareness camp	Prevention of Dengue and Chikungunya	155

[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	The institution has developed a code of conduct for the students, where they have to abide by the rules and regulations of the institution. At the time of Admission, College Prospectus is given to students. It includes rules for admission, and a summary of all the courses offered by different departments. Each and every piece of information like Academic Calendar, Admission Procedure, General Guidelines, Courses, 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
Yoga Day	21/06/2017	21/06/2017	150



[View File](#)

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

1. Swachhta club of the institution organized various cleanliness drives and awareness rallies. 2. Compost pits are made on the campus to prepare manure. 3. On 28.2.2018 on the occasion of science day, a lecture was organized on global warming by the environmental society. 4. On 8.2.2018 Environmental society of the college organized an anti-polythene drive to restrict the use of single-use plastic/polythene. 5. On 26.9.2017 A lecture was organized by the N.S.S department on the topic Swachh Bharat, swasth Bharat.

## 7.2 – Best Practices

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

**Best Practice I**

**Title of the Practice:** Green Campus Initiatives

**1. Objectives of the Practice:** Following objectives are identified in respect of the practice of Green Campus Initiative:

1. To promote awareness of environmental issues among the students, staff and society.
2. To achieve better sustainability on the campus and improve the quality of life of all the stakeholders.
3. To plant rare and medicinal/herbal plants on the college campus
4. To implement 3 'R' (Reduce/Reuse/Recycle) policy on the campus.
5. To study and maintain Flora and Fauna on the college campus.
6. To support and implement "Swachh Bharat Abhiyan" for healthy India
7. To organize seminars/workshops etc. on environment-related issues.

**2. The Context:** A clean environment is a basic necessity of human beings for health and efficiency. The main aim of them practice is to impart knowledge, create awareness and develop an attitude of concern and to nurture necessary skills to handle the environmental issues and challenges. The green landscaping of college is a necessary feature for shaping and sustaining an eco-friendly campus.

**3. The Practice:**

1. The college has developed beautiful campus with Lawns, Botanical Garden.
2. The college has preserved Flora and Fauna on the campus.
3. The college has constituted an environmental society to look into issues concerning the environment. The society holds regular meetings to discuss the challenges faced and the measures taken.
4. The college undertakes plantation drives every year in the monsoon, where the students take active part by planting saplings. Besides planting saplings the society has taken steps to protect the existing green cover from termite.
5. The N.S.S. units also play its part in spreading environmental awareness among the students. Environmental activities are an integral part of its program.
6. Environment as a subject is part of the college curriculum. In addition to that lectures are delivered and group discussions are undertaken to discourage the use of polythene and non-biodegradable materials.
7. The biodegradable waste of the college is collected in compost pits dug on the campus. The organic manure prepared in these pits is used as fertilizer for all the plants on the campus. The college also has a vermi-composting pit.
8. The college building is designed in a manner that it is well ventilated and lighted naturally, so that there is minimal usage of artificial lighting and fans in the classrooms.
9. There is very little usage of air conditioners and heaters.

**4. Evidence of the Success:** This best practice has proven to be successful through the following activities:

1. Through periodical tree plantations, Flora and Fauna on the campus has enriched, which has turned into eco-friendly campus.
2. Regular campaigns for the plastic-free campus has made the campus plastic free.
3. Through workshops/ seminars/ NSS activities, students are made aware of environmental issues.
4. A mandatory course on Environmental awareness at undergraduate level is made compulsory by the university.
5. Problems Encountered: While carrying out this practice, following problem are encountered by the college.

1. Green Campus initiatives are challenging so it requires determination and a long-term assurance from all the stakeholders.
2. Green Campus initiative is rather expensive practice. It needs an expert advice

and investment of resources. 3. Lot of manpower is required to maintain them. 4. Less awareness of students and community towards environmental issues is a big hurdle in the implementation of green initiatives. 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.

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\\_2017-18.pdf](http://gcgpatiala.in/pdf/best_practices_2017-18.pdf)

### 7.3 – Institutional Distinctiveness

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

In 2017, Our institution completed 75 years of excellence in the field of education. The institution aims at the overall personality development of girls. It promotes our rich heritage and culture through various activities. We have departments of folk art and culture, Fine arts, Dance, Music vocal and music instrumental which conduct numerous events throughout the year. In the zonal youth festival, our institution got the first position in classical dance, Group song and poster making the second position in cartooning, on-the-spot painting, Gazal, Mime, and Classical instrumental(Non-percussion). We got fourth position in Giddha, Clay modelling and a one-act play. At the interzonal

folk festival, Our Sammi dance got the fourth position. Students performed Giddha and sang the national anthem in state-level functions on 26th January and 15th August. On 13.9.2017 The students of music vocal presented "Qawwali" at Prasar Bharati Radio centre. On 18.11.2017 department of history organized an exhibition related to the princely state Patiala. Students of folk art and culture performed "Jaggo" from Qila Mubarak to N.I.S, Patiala. On 22.2.2018 and 25.2.2018 Prof. Pyara Lal of Music Vocal Department performed at Patiala Heritage Festival. Himanshu, a student of M.A.2, Music vocal cleared the mega audition of voice of Punjab. In this way, Our institution plays a vital role in promoting art and culture.

Provide the weblink of the institution

<http://www.gcqpatiala.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. Efforts will be made for the complete automation of the Library. Along with this, new text books of all the subjects will be added to library so that our students may be benefitted. The college administration also plans to add new courses which shall be career oriented and helpful for the girl students. In the upcoming session, it is planned that there will be major infrastructural changes including renovation of Botany Lab and Staff Quarters, construction of new toilet block in PTA block, a track for sports department. The entire electrical panel and wiring in the seminar hall will be changed. Also, the upcoming year marks the 5th Centenary Birth Anniversary of Guru Nanak Dev Ji. Various celebrations will be upheld for the same.