YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	GOVERNMENT COLLEGE FOR GIRLS, PATIALA
• Name of the Head of the institution	Smt. Renu Jain
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01752213228
• Mobile no	9781525127
• Registered e-mail	gcwpatiala@gmail.com
• Alternate e-mail	gcgpatiala01@gmail.com
• Address	Stadium Road, Opposite Y.P.S., Patiala
• City/Town	Patiala
• State/UT	Punjab
• Pin Code	147001
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Women
• Location	Urban

• Financial Status		**UGC 2f and 12(B)**
• Name of the Affiliating University		**Punjabi University, Patiala**
• Name of the IQAC Coordinator		**Prof. Hartej Kaur**
• Phone No.		**01752213228**
• Alternate phone No.		**9417603311**
• Mobile		**9417603311**
• IQAC e-mail address		**gcwpatiala@gmail.com**
• Alternate Email address		**gcgpatiala01@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)		http://www.gcgpatiala.in/pdf/aqar%202020-21.pdf
4.Whether Academic Calendar prepared during the year?		**No**
• if yes, whether it is uploaded in the Institutional website Web link:		

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	**A**	**3.01**	**2016**	**05/11/2016**	**04/11/2021**

6.Date of Establishment of IQAC	**02/04/2003**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NA	**NA**	**NA**	**NA**	**NA**

8.Whether composition of IQAC as per latest NAAC guidelines		**Yes**
• Upload latest notification of formation of IQAC		[View File](#)

9.No. of IQAC meetings held during the year	3	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

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

1. Formation of College Management Committee for overall infrastructural improvements and development. 2. Affiliation for Jagat Guru Nanak Dev Punjab State Open University applied, granted and three certificate courses successfully undertaken. 3. Proposal and implementation of visiting various senior secondary schools to improve enrollment. 4. Proposal as well as inspection to get new courses affiliated to Punjabi University, Patiala namely B.Com., M.A. History, M.A. Psychology, M.A. English 5. Strengthening of Alumni Association and involving them to the progress/development of college

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
1. Formation of College Management Committee for overall infrastructural improvements	CMC formed and developmental activitites carried out very efficiently
2. Affiliation for Jagat Guru Nanak Dev Punjab State Open University to be applied	Affiliation done and three 6 months certificate courses successfully run by Institue
3. Plan for visiting various senior secondary schools to improve enrollment	More than 25 schools visited by different teams of staff members
4. Activating Alumni Association	Added new members and organised meets

13.Whether the AQAR was placed before statutory body? | **No**

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	28/02/2022

15.Multidisciplinary / interdisciplinary

Institute offers various under graduate and post graduate courses in different disciplines of study, namely Arts, Sciences, Computer Applications, Home Science etc. Also, the Institue in 2021 got an affiliation of Jagat Guru Nanak Dev Punjab State Open University. The University offers various skill based 6 months certificate courses. Our students enrolled for three of these courses namely:

1. Certificate Course in IT Enables Services

2. Certificate Course in Creative Writing and Content Development

3. Certificate Course in Office Automation and e governance

All these courses are skill based and students pursuing their graduation or post graduation enrolled for these courses simultaneously. Thus, achieving the goal of multidisciplinary education as suggested by NEP 2020.

16.Academic bank of credits (ABC):

Our Institute is affiliated to Punjabi University, Patiala. whenever this option is availble the college shall inform the students and encourage them to make an account. Similarly the institution will also admit the students on this basis.

17.Skill development:

Every subject and course is designed to add to the skill of students. For example the students of languages and literature gain skills to express and compose their thoughts and imagination. The students of Fine Arts learn to be creative and gain a particular set of talent to paint, draw and sculpt. The students of music and dance get to polish or enhance their inborn talent into a skill, the students of functional English are trained with skill of public speaking. Students also get the chances to learn the oratory skills through many functions organized at college or by participating in youth festivals/competitions. College offers computer science as a subject as well as a course. Therefore, many students attain enough skill to work on computer as it might be required for a job. Traditional skills are also enhanced through the subject Folk Art and Culture in which students are taught the skills of traditional Punjabi Handicrafts like Phulakri Weaving and other traditional goods making. With the above mentioned skills, our girls are equipped with enough talent so that they may use it for self employment or employment at other places.

Along with this, Institute has got the affiliation of Jagat Guru Nanak Dev Punjab State Open University. The University offers various skill based 6 months certificate courses. Our students enrolled for three of these courses namely:

1. Certificate Course in IT Enables Services

2. Certificate Course in Creative Writing and Content Development

3. Certificate Course in Office Automation and e governance

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

This institution is making many fold efforts for the promotion and

development of Indian languages. This institution has 3 separate departments for Sanskrit, Hindi and Punjabi languages . These three languages are being taught in three year degree course as elective subjects. Sanskrit and Hindi departments offer honours (Specific course) in these languages. By this course four additional papers are introduced for the students of B.A part ll & lll which increases the knowledge and interest of the students in these languages.

Institute also plans a collaboration with Central Sanskrit University (Rashtriya Sanskrit Sansthanam) the department of Sanskrit by organizing a camp in which courses will be conducted for the development of Skill of students in this language.

This institution make distinctive efforts towards preservation and dissemination of knowledge regarding the Indian Tradition. Through history, which constitute an important fecit of human life, we provide the knowledge of ancient Indian History.

In this realm all the dimensions of tradition namely polity, social aspect, economic aspect are familiarized to the students of these subjects.

The students of political Science, Philosophy and History are able to learn about Indian Knowledge System as part of the syllabus and through the extension lectures or class discussions.

Our college have a special subject as Folk Art and Culture. Many traditional aspects of the culture are explained to students. For the preservation of Indian culture distinct elements are incorporated in the subject.

Indian tradition knowledge is particularly taught in classical music, classical dance and Fine arts subjects at under graduate and post graduate levels.

Indian aesthetics and history of Indian art is taught to students of U.G and P.G courses.

Education tour are conducted through which students are taken to various art galleries and museums to expand their knowledge and also learn about the work of various artists, including traditional artist of India.

UG and PG students of Dance learn classical dance, especially 'Kathak' and folk Dances. Experts are also invited for Demonstrations.

The department of Music has the curriculum which trains the student in classical Indian music(Vocal as well as instrumental). This is part of U.G and P.G.courses.

These courses are conducted at U.G level and earnest endeavors are made to especially maintain traditions of Patiala Gharana.

The entire curriculum of Sanskrit is related to Indian tradition and this department makes whole hearted efforts to preserve and maintain Indian traditions

All these courses are taught in the classrooms.

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

As such, the formal education system is outcome based. The education acquired by students facilitates them to gain knowledge or acquire jobs. They are equipped with enough knowledge that they might get self employed. Also, many of the students get enrolled for higher education which is another outcome of the education provided.

The entire system of practicals, Demonstrations, assignments, quiz, field work, visits,tests, exam is followed to help the students to learn thoroughly and perform well.

20.Distance education/online education:

The Institute is only running regular courses like BA, B.Sc., BCA, PGDCA, MA. No course via distance education is offered by our institute.

In Session 2021-22, entire teaching was conducted through online mode due to sudden lockdown because of COVID-19 pandemic. In addition, we also have been conducting special classes for solving doubts through online mode. Students were provided with enough e-content to help them with their knowledge. Also, the University semester examination was also held via online mode in one semster.

Various extra curriculur activities were also held via online mode.

In addition to this, classes of Certifcate courses affiliated with Jagat Guru Nanak Dev Punjab State Open University, were also conducted via online mode.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**13**

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	**1728**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**900**

File Description	Documents
Data Template	[View File](#)

2.3 Number of outgoing/ final year students during the year	**550**

File Description	Documents
Data Template	[View File](#)

3.Academic

3.1 Number of full time teachers during the year	**70**

File Description	Documents
Data Template	No File Uploaded

3.2 Number of sanctioned posts during the year	**84**

File Description	Documents
Data Template	View File

4.Institution	
4.1 Total number of Classrooms and Seminar halls	**55**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**15,65,091**
4.3 Total number of computers on campus for academic purposes	**60**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The curriculum is designed by the university and its effective implementation is taken care of by the teachers through proper planning and unitization of the syllabus. At the beginning of the session,the syllabus is divided into different units to be covered within stipulated semester time. Then the periodic testing and assessment 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 time table for the session so that the curriculum can be effectively delivered. For efficient delivery of the curriculum, different aids of teaching like Smart-boards,maps, models, projectors, PPTs WIFI are put to effective use.

To provide value based education to students and enhance the overall personality of the students, educational trips like field trips, visit to radio stations, and intra college competitions like quiz , debate, declamation contests ,essay and slogan writing are organized. Exhibitions are organized by the departments like History ,Fine Arts, Home science and different Science departments to give in-vivo exposure to the students and showcase their talent. Departments like Home-Science, Psychology ,Physical

education,Dance,Hindi, Punjabi,English,Sanskrit, Political Science and Geography organize workshops,webinars,seminars,extension lectures.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The Continuous Internal Evaluation is adhered to by the institute through properly planned tasks like Practicals, quiz,assignments, mid-semester tests and classroom evaluation of attendance and response of the students in the lectures.

The students are assigned the work of preparing the lessons and making assignments from within the topics of the syllabus. Respective subject teachers evaluate the assignments given to the students for the purpose of internal assessment. The mid semester tests are conducted twice in each semester for assigning marks to the internal assessment of students. The date-sheet is prepared well in advance forthe tests. Such a holistic process of evaluation helps in identification of slow learners as well as bright students. Remedial classes are conducted for needy students by teachers. The students who have any learning and medium of instruction related issues are dealt with in a way that helps them in defining their academic objectives and goals in time. Just before the end of the session, detailed discussions about the curriculum topics is done in the classroom.

The faculty of the institute is also involved in continuous evaluation as the teachers attend various workshops and courses for refining theirteaching methodologies.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in A. All of the above

following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	**No File Uploaded**
Any additional information	<u>View File</u>

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

04

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	<u>View File</u>

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

03

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	[View File](#)
List of Add on /Certificate programs (Data Template)	[View File](#)

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

118

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	[View File](#)

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The college organizes debates, quiz, declamation, poetry recitation, essay writing, slogan writing contests to sensitize the students on various environmental, ethical, human values and gender related issues.

Throughout the session, weekly tutorial periods are held where the tutors guide and sensitize the students on various social, ethical, environmental issues and discussions are held for effective student participation.The legal literacy cell of the college organizes lectures to inform students and enlighten them about various gender based and human rights issues.

The subject of Environmental Science is compulsory to study for all students of third semester and it is mandatory for students to pass the exam once in their three year degree course. Activities like tree plantation drive makes the students aware about the growing importance of environmental sustainability.Other subjects like Psychology, Drug abuse awareness and management, sociology teach students about varied burning topics of social , political and psychological importance.

The use of plastic bags is banned in the campus.The college wall paintings sentisize the students about sustainability issues. Garbage bins have been placed all over te campus to maintain the cleanliness and hygiene in the college. College also has compost pits to diffuse the garbage.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

09

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

785

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	**Nil**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	**Nil**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1728

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of

supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

1180

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The class performance of the students and the results obtained in Mid Semester Testsare the indicators of learning level of the students. In languages particularly, through reading and speaking skills, the teachers assess their students in the classroom. After due assessment, slow and advanced learners are identified. Special attention is given to weak students. They are exhorted to be regular in their classes, a general interaction with the weaker students is encouraged during free periods of the teachers. Weak students are even assigned homework tasks from time to time. For assignments and practicals the weaker students are often grouped with advanced learner to help them learn easily at peer level. Extra time is also provided by the teachers to weak students after class timings.

Advanced learners are further encouraged through class interaction, group discussion, quizzing and library consultation.They are exhorted to participate in contests which various departments conduct from time to time in the college as well as youth festivals and others.The practice of the institution of awarding certificates to meritorious students, at the end of each academic session, is a boost for advanced learners.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1728	73

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The performative aspect of subjects equips students with experiential learning as in the subjects of Fine arts and Dance. Home Science, Psychology, Computers and Science subjects impart practical knowledge along with theoretical knowledge to students. Students are taken for field visits. Radio station and T.V station visits by Functional English students, enhance their communicative aspects, also adding to their experiential learning. In addition to that, there is an internship period of a fortnight, in the second year of their course,when Functional English students work as front office executives/ receptionists, in acknowledged public venues like clinics, salons etc. Even trips and tours organized from time to time enhance experiential learning of students.

Learning becomes participative in classroom attempts, through quizzing and group discussions conducted by teachers. Student participation in paper and poetry reading as well as recitation, debates and declamation contests conducted by various departments from time to time, along with library consultation, encourage a circulation of novel and relevant ideas.

The NSS and NCC units of the college, enhance the participative learning capacity of students by encouraging them to work with peers in harmony.

The problem solving methodology aims at stimulating the teaching environment in such a way that students ask questions.By discussion and providing relevant answers, students are satiated. Students are encouraged to consult library and read variety of books so that their vision is broadened.

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	**Nil**

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Most teachers are using ICT tools for effective teaching learning from many years. Many classrooms are equipped with smart boards, projectors, and computers. Teachers prepare the lessons as power Point presentation or PDF or Audio Video clips for better understanding of the students. Facility of internet in the classrooms is very helpful for accessing wide resources available,for example the students of Fine Arts are able to see paintings displayed in museums in augmented reality.

On line Classes were held during pandemic, which has greatly helped teachers to get familiarized with technology enabled teaching.

Every teacher has formed whatsapp group with the students. these groups are particularly helpful in transmission of digitally available knowledge or resources. PDFs of classroom lectures are also shared via these groups. Documentaries, interviews, discussions etc are shared and later discussed and explained for better understanding.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**No File Uploaded**

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

46

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	[View File](#)
Circulars pertaining to assigning mentors to mentees	[View File](#)
Mentor/mentee ratio	[View File](#)

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

73

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	[View File](#)
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

21

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	[View File](#)

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

872

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	[View File](#)

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Following the guidelines of the affiliating University, at the end of each semester, students are assessed on the basis of their attendance in the classroom, their performance in mid semester tests and the assignments allocated to them.These three pointers serve as break up for internal assessment marks, awarded to each student. The students are acquainted about this criteria of internal assessment. The entire mechanism is transparent and robust in terms of frequency and mode. Students are informed about their lecture shortage in the class room, messages and as well as through notices on Notice Boards.

Students are exhorted to attend classes on regular basis, absenteeism is discouraged.

Two Mid Semester Exams are held other than class tests.The date sheet for Mst is issued and circulated among the students well in advance. Marked answer sheets are shared with students for their understanding and information. If required weaker students are given another chance to perform.

Assignments given to students tap their creative, literary and scientific temper.The above listed criteria are taken into consideration while awarding internal assessment to the students.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**Nil**

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound

and efficient

The College internal examination committee works under the supervision of the college registrar. The examination committee in consultation with both the registrar and the Principal, decide on the dates of the mid semester tests. The date sheet for MSTs is issued and circulated among the staff and students, a week or two, prior to the examination. Students who are unable to take the testsdue to some unavoidable reasons are given another chance by their subject teachers to appear in the test. Records of the MSTs are kept by teachers for a considerable period of time. Awards for the same are kept as records both as hard and soft copies by the examination committee. There are hardly any internal examination related grievances reported. Yes, the students do approach their subject teachers on account of having either missed the test or subject material/ notes needed by them, pertaining to the syllabi of the exam.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**Nil**

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The college is affiliated to Punjabi University, Patiala. The Curriculum is designed by the University. The college offers programmes at the undergraduate and post graduate levels, under the Faculty of Arts and Science. The programme and course outcomes for all programmes are developed, based on the core values and fundamental concepts guided by the vision and mission of the college. Keeping in mind the level of understanding of the students, their skills and whether the course is applied or professional in nature, the programme and course outcomes are prepared likewise and stated on the college website, visited by the students and teachers alike.

In addition to that, the objectives of a particular course are communicated to the students in the classroom at the commencement of a semester, along with a discussion of syllabus by teachers. Course outcomes for B.A pass courses are made possible by teachers' ability

to equip students with an enhanced knowledge of compulsory and elective subjects that they choose and also stimulate the students to study Master's degree in any of the subjects, they like to take up in near future. For professional or so to say, skill based courses, like Dance, Fine Arts, Computers etc. the same principle follows. Though students from the latter group of subjects have an edge, as they readily lean towards a career goal.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The attainment of Programme and Course outcome is achieved through a dedicated and a student centric approach in teaching. The evaluation criteria for the attainment of Programme and course outcomes is mainly by preparing semster wise evaluation reports by teachers as also by assessing the pass percentage obtained by students in a particular subject in an academic session. Teachers provide pass percentage of students in the courses they teach in the ACRs also which they attempt annually. In addition to that, the college career counselling and placement cell, keeps a record of the progression of the students to higher studies as well as the work or job they have joined.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

624

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View File</u>
Upload any additional information	**No File Uploaded**
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://www.gcgpatiala.in/pdf/Student%20Satisfaction%20Survey.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

Nil

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	**No File Uploaded**

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

00

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	**No File Uploaded**

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

00

File Description	Documents
List of research projects and funding details (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The primary aim of the institution is to encourage, inspire and nurture young students of Geography, Psychology, Fine arts, Music, Dance, Literature, Home Science etc to be original, make their own new compositions, experiment and express themselves in a style that's novel, creative, something they can embrace as their own. ICT, field visits, tours and trips.Econtent and competition in the classroom indicate the innovative efforts of various departments of creations and transfer of knowledge. Delivery of curriculum by involving the students in a such way that their mental horizons are broadened and are given an imaginative leap into the infinite possibilities of receiving a particular perspective. Nurturing of young students by supporting them to work with new ideas while they are in formative years.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

00

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	**No File Uploaded**

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

00

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

00

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	**No File Uploaded**

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

6

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	<u>View File</u>

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Government College for Girls Patiala is running NCC comapny with 4 Panjab Girls Batallion. Total sanctioned seats are 120 in all the 3 years.

Government College for Girls also has 3 units of NSS in which there are 100 students per unit. So total 300 students are working as NSS volunteers. Through Extention activities, we senitize the students,develop social values, understand their responsibilities and knowledge in social issues and problems by making them to involve with the community.

Activities are also held by Red Ribbon Club, Red Cross unit and by Departments.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

00

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year (Data Template)	**No File Uploaded**
e-copy of the award letters	**No File Uploaded**

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

53

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	[View File](#)

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in

collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

`420`

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	**No File Uploaded**

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

`00`

File Description	Documents
e-copies of related Document	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	**No File Uploaded**

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

`00`

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	**No File Uploaded**

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The institution has a regulated mechanism for the creation and enhancement of infrastructure. The construction, renovation and the purchase of expensive equipment are subject to the sanctions from government and UGC. The college has 31 classrooms, 10 ICT enabled class rooms, 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. The library also has a Photostat machine and a printer. The institution boasts of adequate and updated infrastructure. . 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 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.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

In the institution, much emphasis is given on the overall development of the students. For the up liftment of students various sports, games and cultural activities are organized in the college regularly. As cultural activities are integral part of the study, the students are encouraged to participate in various cultural activities inside and outside of the campus, it makes them able to acquire new leaning skills and enhance their confidence. These activities are performed either in the classroom or in the auditorium. These cultural activities include giddha, solo dance performance, painting, rangoli, essay writing and debate etc. inter college events and competition are also organized so as to inculcate the feeling of encouragement among the students. All the cultural events are managed by cultural committee in the institution. They keep on organizing various activities and competition during the academic year. In the institution, yoga training is also given to the students under the supervision of yoga expert teacher of the institute. Besides it, much importance is also given to sports also. Deserving students are given priority in admission on sports quota. Fee concession is also given to outstanding sports students. Special permission is also given to students to attend training and participate in tournament at state and national level. In the campus, play grounds are also used by the sports students till late evening.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

15

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

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

480633

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The library is automated with integrated library management software Koha. Koha link is provided by DPI colleges Punjab. Before this data base of library books was on excel. The nature of automation of this link is fully. The various activities of the library such as data entry, issue, return and renewal etc. are done through the software. Library stock is classified, catalogued and arranged properly. It helps the user in locating resource of their choice. Students have open access to library. They can go to shelf and select the books of their choice themselves.Apart from the printed books, N-List programme has been subscribed in the college library and passwords are provided/displayed on the notice board of the library. With the help of this service students and teachers are able to access 6000+ e-journals and 800000 text books in the library, college campus and at home also. Four computers with Wi-Fi facility are also available

in the library. Students and staff are allowed to access internet facility. They can also permit to download study educational material. Assistance in searching database is provided to students and staff. Students are also informed and trained about how to search a book. Personal assistance is provided in accessing e-resources.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

B. Any 3 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

124247

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

110

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

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 also 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 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 available to them. The college avails of the National knowledge network connectivity directly

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

60

File Description	Documents
Upload any additional information	**No File Uploaded**
List of Computers	**No File Uploaded**

4.3.3 - Bandwidth of internet connection in the Institution   **B. 30 - 50MBPS**

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	**No File Uploaded**

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

1440844

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<u>View File</u>

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Students and the fund thus collected is used to add to material and equipment for practical purposes. New books and journals are added every year after consulting the departments and members of the advisory committee .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 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.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

518

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	[View File](#)
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	[View File](#)

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	**No File Uploaded**

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

70

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

70

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

A. All of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

18

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	<u>View File</u>

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

123

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

01

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

35

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Students' participation in various activities is corner stone of institutional success. Participation can also help students learn from each other increasing comprehension through corporation. All the activities of the college are student centric. Departmental student bodies are formed to organize activities. Active and talented students can be easily noticed, these students are always at the forefront to organize activities.Students from Department of Fine Arts, Dance, Music, Hindi, History, Economics etc. and NSS, NCC cadets help to organize and participate in Departmental functions.

Participation is a feature of many course designs.It can result in the insightful comments and interesting connections being made by students with their teachers. These are the most effective ways to encourage students to participate by letting themdiscuss in small groups and vary structures for formative assessments.

File Description	Documents
Paste link for additional information	gcgpatiala.in
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

69

File Description	Documents
Report of the event	[View File](#)
Upload any additional information	**No File Uploaded**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	[View File](#)

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Alumni Association of the college was registered in 1985. The college is proud that many eminent personalities are Alumni of this college. Alumnimeeting is one of those times when you get to meet your old friends who might have lost contact with or whom you might have not met after you have graduated from your college. This event is just like any other formal event where you meet not only your friends but also your teachers .It also helps the aluminium to notice the various changes through which the college has gone through over the past few years.Our college has established a tradition to stay with their contacts andcontinuing the tradition .Our college has again organised analumnimeet .At present many teachers of the college are also alumnus of the college. The Alumni of the college stays in regular touch and ready to help. The Alumni contributes in the form of donations, paying fee for poor students so that they can pursue their dreams and excel in life,providing books to needy students etc.2 Water coolers in the college were donated by OSA during this session.

Retired teachers and Principals of this college are part of the Alumni Association. Their love for college is reflected through their participation in college functions and interaction with the students. They are always eager to be part of the college development.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)   E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Institutional Vision and Leadership State the vision and mission of the Institution and enumerate on how the mission Statenzent defines the institutions distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institutions traditions and value orientations, vision for the future, etc.? Vision

The primary objective of the institution is to provide education to an optimum number of girl students resulting in their empowerment. There is a conscious, earnest and untiring endeavor on the part of the college to develop its students intellectually, morally, physically and aesthetically. In addition to this, the college is imparting higher education to the girl students drawn from weaker sections of society as well as remote and backward areas of the state and neighbouring states.

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.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

• **The institution continues to strive for excellence in all its endeavors with decentralization and participatory approach.**

For proper functioning of the college duties are assigned to the faculty, keeping in mind their potential and abilities. Equal distribution of duties help in theeffective management.Committees are formed for admissions, functions, purchases etc to work efficiently in teams.

A senior teacher is usually the In-charge or Coordinator for such committees.

5 senior most teachers form the college council, who work as advisors or carry out various duties on behalf of the Principal.

At departmental level too, senior most teacher is responsible for the distribution of classes and assigning departmental duties to teachers.

Similarly to train students for youth festivals or other competitions the duties are is shared between teachers according to their talent.

For PTA and HEIS committees are in place, regular meetings are held and suggestions of the members are taken into consideration and implemented. Afew members are from other institution, industryor represent society. Their inputs are considered valuable.

Regular meetings are held between Principal and staff to monitor theworking. Principal ensures that each faculty member is equally involved in all college activities •

Similarly work load is evenly distributed in clerical staff and class iv employees and their contribution is recognized.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Principal in consultation with college council and IQAC make a long term and annual plans. For this purpose various committees are constituted. These committees work towards the realization of the declared objectives of the college. Some of the important committees are House Examination Committee, Maintenance Committee, Purchase Committee, Sports Committee, Library Committee and Cultural Committee.

With the support of these committees Principal is able to monitors the academic, cultural, sports and administrative interests of the institution.

The Principal also interacts with all the stakeholders namely teachers, students, and parents, members of the Alumni Association, Non-Teaching Staff and Social Organizations. These interactions help in enriching and enhancing the college in all spheres resulting in its betterment.

The Principal ensures the proper implementation of all the policies and action plans and these results in reinforcing the culture of excellence and to maintain this impetus, a system is in place to observe and guide all the important activities in the college.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies,

administrative setup, appointment and service rules, procedures, etc.

. Institutional Bodies are integral for efficiency. Various committees such as HEIS, PTA, Alumni, RUSA, Feed Back, Grievance redressal, Placement Cell, Sports etc. are in place and work in consultation with the principal. Separate office space is allocated to them. Meetings are held at regular intervals.

The offices of administrative staff are separated according to their working. Superintendent, Steno, Bill Clerk, Fee collection, university clerk etc. has separate office spaces to facilitate their functioning.

All Government Service rules are strictly followed viz. Punjab Civil Services rules and Punjab Financial Rules. Procedures and rules recommended by affiliating university are followed for Admissions, assessment and Examination.

Regular appointments are made by the Public Service Commission.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Being a government Institution all the Government schemes are available for Teaching and Non- Teaching staff. When ever required all assistance is provided to the staff to avail the schemes such as Maternity Leave, Child care leave, Loan, Medical Leave, Medical Reimbursement etc. Clerks have been trained to help them with paper work and later follow up.

Other than this the institution has a tradition of helping the needy by contribution and assistance.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

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

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	**No File Uploaded**

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

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	**No File Uploaded**

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

0

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	**No File Uploaded**

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Formal Performance Appraisal lieswith the Directorate Office. Regular staff annually submits self-assessment report as part of ACR to the Principal. The ACR format is provided by the Directorate Office. Principal evaluates the performance of teachers on various parameters.

Self-Assessment by the teachers helps them to understand their strengths as well as shortfalls. Teachers reporton Teaching outcomes, Results, Duties, Achievements.

Working of Clerical Staff and Class IV employeesis also reported by Superintendent.

ACR of Lab attendants is reported by the Head of Department.

There is no provision for the promotion within the institution, but on the basis of performance the duties assigned are reconsidered and changed.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The college is a government institution. The grants, funds received from the govt. and fee from the students are subject to audit by the Accountant General of Punjab from time to time. It includes fee, local funds, expenditure on salaries of regular staff, university and college functions, electricity and power consumption and other expenditure incurred on various activites.PTA funds received as fee from the students are kept in a separate account and subject to local audit by CA's. The funds received as fee from HEIS society for selffinance courses are also subject to local audit by CA's. PTA is managed by PTA association which includes parents and teachers as representatives. It has its own finance secretary which looks after the accounts, HEIS has its own board of governors consist of members from different fields as per the constitution. It has its own member finance which looks after the accounts. If audit objections are raised these are compiled with and settled as per the auditors feedback.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

It's a Government college. Salaries of regular staff are paid by the government. The college also receives funds from Government agencies such as RUSA and from occasionally from state government. A detailed project report was prepared for RUSA. The funds are utilized according to the guidelines. Construction and renovation works are carried on by Public Works Department or by similar agencies. It's mandatory to carry out purchase from GEM portal.

College collects funds as PTA which is collected in a separate account. This fund is managed by Parent Teacher Association. The salary of Guest Faculty is paid from this fund. This fund is primarily meant for the benefit / facilities of students.

Self- Finance courses in the college are managed by HEIS. This society includes Teachers, Experts and social representative. These courses are run with the fee collected from students. Budget is planned with the income to pay the salaries and incur the expenditure.

Similarly hostel is managed with the funds received.

College collects funds as a fee for practical subject. This subject wise fund is used for the benefit of that department – to buy tools/ equipment or to maintain labs.

The college also has building fund to look after small repairs of day to day expenditure like fixtures. University Fund is also contributed by the students, this fund is also used for the betterment of students.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

In the Academic year 2021-22, the IQAC has proposed and taken many stringent efforts for institutionalizing the quality assurance strategies and process. IQAC played a pivotal role in the formation of College Management Committee for overall infrastructural improvements and development. It was proposed by the IQAC that to equip our students with special skills, new courses need to be introduced to them. With the same goal, college applied for affiliation ofJagat Guru Nanak Dev Punjab State Open University. Affiliation was grantedand three certificate courses namely Certificate Course in IT Enabled Services, Certificate Course in Creative Writing and Content Development and Certificate Course in Office Automation and e-Governance were successfully undertaken. As a result, 117 students have enrolled for the abovesaid courses.IQAC has proposed that there is a need to improve the Proposal and implementation of visiting various senior secondary schools to improve enrollment.Proposal as well as inspection to get new courses affiliated to Punjabi University, Patiala namely B.Com., M.A. History, M.A. Psychology, M.A. English.The IQAC also suggested that there is a dire need forStrengthening of Alumni Association and involving them to the progress/development of college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

IQAC being the central body within the college monitors and review the teaching-learning process regularly through various meetings and meticulous brainstorming. The time table committee of college lays an efficient timetable at the start of session to ensure hasslefree teaching. IQAC reviews the teaching-learning process and proposes various suggestions to improve the productivity of teachers and students. Students are assessed timely on the basis of Mid term tests. After due assessment, slow and advanced learners are identified. Special attention is given to weak students. They are exhorted to be regular in their classes, a general interaction with the weaker students is encouraged during free periods of the teachers. Advanced learners are further encouraged through class interaction, group discussion, quizzing and library consultation.The practice of the institution of awarding certificates to meritorious students, at the end of each academic session, is a boost for advanced learners. Also, a regular feedback is obtained from students as well as teachers which facilitates the Institute to make the necesarry improvisations. In addition to this, IQAC keeps on suggesting and provide all the requisite guidance to different departments to held Extension lectures and various other activities for better understanding to strengthenthe learning process

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF

C. Any 2 of the above

any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	**No File Uploaded**

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Ours is a prestigious college in the Patiala region, exclusively for girl students.

Our vision rests on creating a safe space for our students and providing empowering education. We have created a vibrant campus environment that allows girl students to think critically and act creatively.

Apart from classroom teaching many activities are held to empower them mentally and physically.

File Description	Documents
Annual gender sensitization action plan	nil
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy

C. Any 2 of the above

**conservation measures   Solar energy
Biogas plant Wheeling to the Grid   Sensor-
based energy conservation Use of LED bulbs/
power efficient equipment**

File Description	Documents
Geo tagged Photographs	[View File]()
Any other relevant information	**No File Uploaded**

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The college has an effective mechanism for solid waste management. The college has signed a contract with an NGO which collects segregated waste from the campus and hostel. Waste collected is segregated as biodegradable and Non-biodegradable

The vegetable waste and leftover waste from the hostel and canteen is put into the four pits inthe campus. The manure prepared in these pits is used as a fertilizer for the plants on the campus. Two incinerators have been installed in the girl's hostel to dispose of sanitary pads in an environment-friendly method.

Some waste such as terracotta Tiles,wood, iron pieces and cement sheets get transformed into Art Pieces by the creative hands of Fine Arts Department.

The college is huge with a lot of land, so the rain water automatically goes back to earth. At some places waste water pipes are laid in such a style that water gets used to water the lawns.

There is no Bio- medical, chemical, radioactive waste generated at the institution.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	[View File]()
Geo tagged photographs of the facilities	[View File]()

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

E. None of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

1. **Restricted entry of automobiles**
2. **Use of bicycles/ Battery-powered vehicles**
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Various policy documents / decisions circulated for implementation	**No File Uploaded**
Any other relevant documents	**No File Uploaded**

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment   5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen   reading

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The Institute provides inclusive environment for both students and staff.

Though most of the students belong to Punjab but a few students are from neighboring states. The students belong to various religious

faiths, categories or socio economic status.Language spoken is mostly Punjabi or Hindi, which are so similar that there's hardly a difference perceptible. No distinction is made on the basis of such diversities, in the students as well as staff. The Institute work/teach in perfect harmony and treat all the students equally.

All the Days of National importance are celebrated with equal élan, such as Hindi Diwas, Punjabi Language month, Matbhasha diwas, birthday of Sikh Gurus, Kabir Jayanti etc.Students are encouraged to take part in such activities and thus providing them a platform to learn about others.

Alumni Association of the college provides financial assistance to the students belonging to weaker section of society. Teachers often help the weaker students to purchase materials required for practical classes.

Dresses required for Music and Dance performances are provided by the departments, so that all the students' look and feel the same.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Our institution takes every possible effort to ensure that students and staff become responsible citizens or the nation by sensitizing them to the constitution. In order to fulfill their responsibilities as citizens, students get involved in college's various activities

The college encourages the students to take part in various programs and activities. In academic year 2021-22 we celebrated various days like the Hindi department celebrated of Constitution day on26th November in the same way other departments also celebrated the National Integration day (31st October) , Independence day (15th August) , Gandhi Jayanti (2nd October) , Republic day (26th January) , Vigilance Awareness day in order to honor the values to enshrined in the constitution.

Activities organized by NCC and NSS are particularly helpful in inculcatingvalues of responsible citizen.

Legal Literacy Club regularly organiseslectures to enlighten the students about their rights.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	NSS and NCC students actively participated in all the celebration
Any other relevant information	nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff   4. Annual awareness programmes on Code of Conduct are organized

B. Any 3 of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The institution enthusiastically celebrates national & international communicative days, events & fastivals. By celebrating these events, students learn about nation & integrity, the importance of peace & harmony in general, and their role in it in particular.

The important events celebrated are :-

National Integration Day 31st October 2021

National Voters Day 25th January

Republic Day 26th January

International Master Language Day 21st February

International Drug Day 26th June 2021

International Women's Day 8th March

World Enviornment Day 5th June

International Day of Yoga 21th June

Independence Day 15th August

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	[View File](#)
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

The institute is well determined on growth and excellence in each and every aspect. Various initiatives were taken this year for the amelioration of college and students.

1. The Old Student Association was revived in the said year. An alumni meet was held to flourish a better relationship with our passed out students. One of the distinguished contribution of alumni this year is the Financial help provided to underpriviligedstudents at the time of need , during admission time and at any other time.

2. IQAC on the commencement of session made a suggestion that various significant days must be celebrated. Asa result of this,

Celebration of almost all the national days was held, which helped in inculcatinging knowledge and personality development

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Government College for Girls, Patiala is a premierinstitution catering to girls education. Playing a dominant role in empowering women in society, we are constantly working to develop our young students into confident and strong women.

To celebrate the spirit ofWomanhood, her empowered and strong selfas well asto strengthen their steps towards a discrimination freesociety, certain programmes are specially year marked to be clebrated as per the calender of the college. For e.g. Lohri which a major Punajbi festival, usually celebrated for the birth and marriage of a male child, is celebrated at Institute with all the students and staff as LOHRI DHEEYAN DI (Lohri of Girls) with all the pomp and splendour. Festival of Teej is also celebrated likewise. International Women's Day on March 8th, 2022was celebrated with great fervour as a major function of the college whic salutes the modern and empowered strong women. It is a practice of the college to invite our achiever Alumni on this very day, nnot only to honour them but also to inspite our students. Variouscompetitions conducted on this day, become symbols of strengthand self assurance for the participantswhich they carry through their lives.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The curriculum is designed by the university and its effective implementation is taken care of by the teachers through proper planning and unitization of the syllabus. At the beginning of the session,the syllabus is divided into different units to be covered within stipulated semester time. Then the periodic testing and assessment 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 time table for the session so that the curriculum can be effectively delivered. For efficient delivery of the curriculum, different aids of teaching like Smart-boards,maps, models, projectors, PPTs WIFI are put to effective use.

To provide value based education to students and enhance the overall personality of the students, educational trips like field trips, visit to radio stations, and intra college competitions like quiz , debate, declamation contests ,essay and slogan writing are organized. Exhibitions are organized by the departments like History ,Fine Arts, Home science and different Science departments to give in-vivo exposure to the students and showcase their talent. Departments like Home-Science, Psychology ,Physical education,Dance,Hindi, Punjabi,English,Sanskrit, Political Science and Geography organize workshops,webinars,seminars,extension lectures.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The Continuous Internal Evaluation is adhered to by the institute through properly planned tasks like Practicals, quiz,assignments,

mid-semester tests and classroom evaluation of attendance and response of the students in the lectures.

The students are assigned the work of preparing the lessons and making assignments from within the topics of the syllabus. Respective subject teachers evaluate the assignments given to the students for the purpose of internal assessment. The mid semester tests are conducted twice in each semester for assigning marks to the internal assessment of students. The date-sheet is prepared well in advance forthe tests. Such a holistic process of evaluation helps in identification of slow learners as well as bright students. Remedial classes are conducted for needy students by teachers. The students who have any learning and medium of instruction related issues are dealt with in a way that helps them in defining their academic objectives and goals in time. Just before the end of the session, detailed discussions about the curriculum topics is done in the classroom.

The faculty of the institute is also involved in continuous evaluation as the teachers attend various workshops and courses for refining theirteaching methodologies.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	**No File Uploaded**
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

04

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

03

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

118

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The college organizes debates, quiz, declamation, poetry recitation, essay writing, slogan writing contests to sensitize the students on various environmental, ethical, human values and gender related issues.

Throughout the session, weekly tutorial periods are held where the tutors guide and sensitize the students on various social, ethical, environmental issues and discussions are held for effective student participation.The legal literacy cell of the college organizes lectures to inform students and enlighten them about various gender based and human rights issues.

The subject of Environmental Science is compulsory to study for all students of third semester and it is mandatory for students to pass the exam once in their three year degree course. Activities like tree plantation drive makes the students aware about the growing importance of environmental sustainability.Other subjects like Psychology, Drug abuse awareness and management, sociology teach students about varied burning topics of social , political and psychological importance.

The use of plastic bags is banned in the campus.The college wall paintings sentisize the students about sustainability issues. Garbage bins have been placed all over te campus to maintain the cleanliness and hygiene in the college. College also has compost pits to diffuse the garbage.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

09

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

785

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution	**A. All of the above**

from the following stakeholders Students Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	**Nil**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<u>View File</u>
Any additional information	<u>View File</u>

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	**Nil**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1728

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	<u>View File</u>

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

1180

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The class performance of the students and the results obtained in Mid Semester Testsare the indicators of learning level of the students. In languages particularly, through reading and speaking skills, the teachers assess their students in the classroom. After due assessment, slow and advanced learners are identified. Special attention is given to weak students. They are exhorted to be regular in their classes, a general interaction with the weaker students is encouraged during free periods of the teachers. Weak students are even assigned homework tasks from time to time. For assignments and practicals the weaker students are often grouped with advanced learner to help them learn easily at peer level. Extra time is also provided by the teachers to weak students after class timings.

Advanced learners are further encouraged through class interaction, group discussion, quizzing and library consultation.They are exhorted to participate in contests which various departments conduct from time to time in the college as well as youth festivals and others.The practice of the institution of awarding certificates to meritorious students, at the end of each academic session, is a boost for advanced learners.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1728	**73**

File Description	Documents
Any additional information	**No File Uploaded**

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The performative aspect of subjects equips students with experiential learning as in the subjects of Fine arts and Dance. Home Science, Psychology, Computers and Science subjects impart practical knowledge along with theoretical knowledge to students. Students are taken for field visits. Radio station and T.V station visits by Functional English students, enhance their communicative aspects, also adding to their experiential learning. In addition to that, there is an internship period of a fortnight, in the second year of their course,when Functional English students work as front office executives/ receptionists, in acknowledged public venues like clinics, salons etc. Even trips and tours organized from time to time enhance experiential learning of students.

Learning becomes participative in classroom attempts, through quizzing and group discussions conducted by teachers. Student participation in paper and poetry reading as well as recitation, debates and declamation contests conducted by various departments from time to time, along with library consultation, encourage a circulation of novel and relevant ideas.

The NSS and NCC units of the college, enhance the participative learning capacity of students by encouraging them to work with peers in harmony.

The problem solving methodology aims at stimulating the teaching environment in such a way that students ask questions.By discussion and providing relevant answers, students are satiated. Students are encouraged to consult library and read variety of books so that their vision is broadened.

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	**Nil**

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Most teachers are using ICT tools for effective teaching learning from many years. Many classrooms are equipped with smart boards, projectors, and computers. Teachers prepare the lessons as power Point presentation or PDF or Audio Video clips for better understanding of the students. Facility of internet in the classrooms is very helpful for accessing wide resources available,for example the students of Fine Arts are able to see paintings displayed in museums in augmented reality.

On line Classes were held during pandemic, which has greatly helped teachers to get familiarized with technology enabled teaching.

Every teacher has formed whatsapp group with the students. these groups are particularly helpful in transmission of digitally available knowledge or resources. PDFs of classroom lectures are also shared via these groups. Documentaries, interviews, discussions etc are shared and later discussed and explained for better understanding.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**No File Uploaded**

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

46

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

73

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

21

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

872

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Following the guidelines of the affiliating University, at the end of each semester, students are assessed on the basis of their attendance in the classroom, their performance in mid semester tests and the assignments allocated to them.These three pointers serve as break up for internal assessment marks, awarded to each student. The students are acquainted about this criteria of internal assessment. The entire mechanism is transparent and robust in terms of frequency and mode. Students are informed about their lecture shortage in the class room, messages and as well as through notices on Notice Boards.

Students are exhorted to attend classes on regular basis, absenteeism is discouraged.

Two Mid Semester Exams are held other than class tests.The date sheet for Mst is issued and circulated among the students well in advance. Marked answer sheets are shared with students for their understanding and information. If required weaker students are given another chance to perform.

Assignments given to students tap their creative, literary and scientific temper.The above listed criteria are taken into consideration while awarding internal assessment to the students.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**Nil**

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The College internal examination committee works under the supervision of the college registrar. The examination committee in consultation with both the registrar and the Principal, decide on the dates of the mid semester tests. The date sheet for MSTs is issued and circulated among the staff and students, a week or two, prior to the examination. Students who are unable to take the testsdue to some unavoidable reasons are given another chance by their subject teachers to appear in the test. Records of the MSTs are kept by teachers for a considerable period of time. Awards for the same are kept as records both as hard and soft copies by the examination committee. There are hardly any internal examination related grievances reported. Yes, the students do approach their subject teachers on account of having either missed the test or subject material/ notes needed by them, pertaining to the syllabi of the exam.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The college is affiliated to Punjabi University, Patiala. The Curriculum is designed by the University. The college offers programmes at the undergraduate and post graduate levels, under the Faculty of Arts and Science. The programme and course outcomes for all programmes are developed, based on the core values and fundamental concepts guided by the vision and mission of the college. Keeping in mind the level of understanding of the students, their skills and whether the course is applied or professional in nature, the programme and course outcomes are prepared likewise and stated on the college website, visited by the students and teachers alike.

In addition to that, the objectives of a particular course are communicated to the students in the classroom at the commencement of a semester, along with a discussion of syllabus by teachers.

Course outcomes for B.A pass courses are made possible by teachers' ability to equip students with an enhanced knowledge of compulsory and elective subjects that they choose and also stimulate the students to study Master's degree in any of the subjects, they like to take up in near future. For professional or so to say, skill based courses, like Dance, Fine Arts, Computers etc. the same principle follows. Though students from the latter group of subjects have an edge, as they readily lean towards a career goal.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The attainment of Programme and Course outcome is achieved through a dedicated and a student centric approach in teaching. The evaluation criteria for the attainment of Programme and course outcomes is mainly by preparing semster wise evaluation reports by teachers as also by assessing the pass percentage obtained by students in a particular subject in an academic session. Teachers provide pass percentage of students in the courses they teach in the ACRs also which they attempt annually. In addition to that, the college career counselling and placement cell, keeps a record of the progression of the students to higher studies as well as the work or job they have joined.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

624

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://www.gcgpatiala.in/pdf/Student%20Satisfaction%20Survey.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

Nil

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

00

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	**No File Uploaded**

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

00

File Description	Documents
List of research projects and funding details (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The primary aim of the institution is to encourage, inspire and nurture young students of Geography, Psychology, Fine arts, Music, Dance, Literature, Home Science etc to be original, make their own new compositions, experiment and express themselves in a style that' s novel, creative, something they can embrace as their own. ICT, field visits, tours and trips.Econtent and competition in the classroom indicate the innovative efforts of various departments of creations and transfer of knowledge. Delivery of curriculum by involving the students in a such way that their mental horizons are broadened and are given an imaginative leap into the infinite possibilities of receiving a particular perspective. Nurturing of young students by supporting them to work with new ideas while they are in formative years.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

00

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	**No File Uploaded**

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

00

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

00

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	**No File Uploaded**

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

6

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	[View File](#)

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Government College for Girls Patiala is running NCC comapny with 4 Panjab Girls Batallion. Total sanctioned seats are 120 in all the 3 years.

Government College for Girls also has 3 units of NSS in which there are 100 students per unit. So total 300 students are working as NSS volunteers. Through Extention activities, we senitize the students,develop social values, understand their responsibilities and knowledge in social issues and problems by making them to involve with the community.

Activities are also held by Red Ribbon Club, Red Cross unit and by Departments.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File]()

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

00

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year (Data Template)	**No File Uploaded**
e-copy of the award letters	**No File Uploaded**

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

53

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	[View File]()

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in

collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

420

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	**No File Uploaded**

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

00

File Description	Documents
e-copies of related Document	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	**No File Uploaded**

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

00

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	**No File Uploaded**

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The institution has a regulated mechanism for the creation and enhancement of infrastructure. The construction, renovation and the purchase of expensive equipment are subject to the sanctions from government and UGC. The college has 31 classrooms, 10 ICT enabled class rooms, 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. The library also has a Photostat machine and a printer. The institution boasts of adequate and updated infrastructure. . 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 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.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

In the institution, much emphasis is given on the overall development of the students. For the up liftment of students various sports, games and cultural activities are organized in the college regularly. As cultural activities are integral part of the study, the students are encouraged to participate in various cultural activities inside and outside of the campus, it makes them able to acquire new leaning skills and enhance their confidence. These activities are performed either in the classroom or in the auditorium. These cultural activities include giddha, solo dance performance, painting, rangoli, essay writing and debate etc. inter college events and competition are also organized so as to inculcate the feeling of encouragement among the students. All the cultural events are managed by cultural committee in the institution. They keep on organizing various activities and competition during the academic year. In the institution, yoga training is also given to the students under the supervision of yoga expert teacher of the institute. Besides it, much importance is also given to sports also. Deserving students are given priority in admission on sports quota. Fee concession is also given to outstanding sports students. Special permission is also given to students to attend training and participate in tournament at state and national level. In the campus, play grounds are also used by the sports students till late evening.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

15

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

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

480633

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The library is automated with integrated library management software Koha. Koha link is provided by DPI colleges Punjab. Before this data base of library books was on excel. The nature of automation of this link is fully. The various activities of the library such as data entry, issue, return and renewal etc. are done through the software. Library stock is classified, catalogued and arranged properly. It helps the user in locating resource of their choice. Students have open access to library. They can go to shelf and select the books of their choice themselves.Apart from the printed books, N-List programme has been subscribed in the college library and passwords are provided/displayed on the notice board of the library. With the help of this service students and teachers are able to access 6000+ e-journals and 800000 text books in the library, college

campus and at home also. Four computers with Wi-Fi facility are also available in the library. Students and staff are allowed to access internet facility. They can also permit to download study educational material. Assistance in searching database is provided to students and staff. Students are also informed and trained about how to search a book. Personal assistance is provided in accessing e-resources.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional Information	**Nil**

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**B. Any 3 of the above**

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

124247

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	[View File](#)

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

110

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	**No File Uploaded**

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

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 also 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 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 available to them. The college avails of the National knowledge network connectivity directly

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

60

File Description	Documents
Upload any additional information	**No File Uploaded**
List of Computers	**No File Uploaded**

4.3.3 - Bandwidth of internet connection in the Institution

B. 30 – 50MBPS

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	**No File Uploaded**

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

1440844

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View File](#)

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Students and the fund thus collected is used to add to material and equipment for practical purposes. New books and journals are added every year after consulting the departments and members of the advisory committee .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 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.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

518

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<u>View File</u>
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<u>View File</u>

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	**No File Uploaded**

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**A. All of the above**

File Description	Documents
Link to Institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	<u>View File</u>

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

70

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

70

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<u>View File</u>

5.1.5 - The Institution has a transparent mechanism for timely redressal of student	**A. All of the above**

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

18

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	[View File]()

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

123

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	<u>View File</u>

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

01

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<u>View File</u>

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

35

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	[View File](#)

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Students' participation in various activities is corner stone of institutional success. Participation can also help students learn from each other increasing comprehension through corporation. All the activities of the college are student centric. Departmental student bodies are formed to organize activities. Active and talented students can be easily noticed, these students are always at the forefront to organize activities.Students from Department of Fine Arts, Dance, Music, Hindi, History, Economics etc. and NSS, NCC cadets help to organize and participate in Departmental functions.

Participation is a feature of many course designs.It can result in the insightful comments and interesting connections being made by students with their teachers. These are the most effective ways to encourage students to participate by letting themdiscuss in small groups and vary structures for formative assessments.

File Description	Documents
Paste link for additional information	[gcgpatiala.in](#)
Upload any additional information	[View File](#)

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

69

File Description	Documents
Report of the event	View File
Upload any additional information	**No File Uploaded**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Alumni Association of the college was registered in 1985. The college is proud that many eminent personalities are Alumni of this college. Alumnimeeting is one of those times when you get to meet your old friends who might have lost contact with or whom you might have not met after you have graduated from your college. This event is just like any other formal event where you meet not only your friends but also your teachers .It also helps the aluminium to notice the various changes through which the college has gone through over the past few years.Our college has established a tradition to stay with their contacts andcontinuing the tradition .Our college has again organised analumnimeet .At present many teachers of the college are also alumnus of the college. The Alumni of the college stays in regular touch and ready to help. The Alumni contributes in the form of donations, paying fee for poor students so that they can pursue their dreams and excel in life,providing books to needy students etc.2 Water coolers in the college were donated by OSA during this session.

Retired teachers and Principals of this college are part of the Alumni Association. Their love for college is reflected through their participation in college functions and interaction with the students. They are always eager to be part of the college development.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Institutional Vision and Leadership State the vision and mission of the Institution and enumerate on how the mission Statenzent defines the institutions distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institutions traditions and value orientations, vision for the future, etc.? Vision

The primary objective of the institution is to provide education to an optimum number of girl students resulting in their empowerment. There is a conscious, earnest and untiring endeavor on the part of the college to develop its students intellectually, morally, physically and aesthetically. In addition to this, the college is imparting higher education to the girl students drawn from weaker sections of society as well as remote and backward areas of the state and neighbouring states.

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.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

• **The institution continues to strive for excellence in all its endeavors with decentralization and participatory approach.**

For proper functioning of the college duties are assigned to the faculty, keeping in mind their potential and abilities. Equal distribution of duties help in theeffective management.Committees are formed for admissions, functions, purchases etc to work efficiently in teams.

A senior teacher is usually the In-charge or Coordinator for such committees.

5 senior most teachers form the college council, who work as advisors or carry out various duties on behalf of the Principal.

At departmental level too, senior most teacher is responsible for the distribution of classes and assigning departmental duties to teachers.

Similarly to train students for youth festivals or other competitions the duties are is shared between teachers according to their talent.

For PTA and HEIS committees are in place, regular meetings are held and suggestions of the members are taken into consideration and implemented. Afew members are from other institution, industryor represent society. Their inputs are considered valuable.

Regular meetings are held between Principal and staff to monitor theworking. Principal ensures that each faculty member is equally involved in all college activities •

Similarly work load is evenly distributed in clerical staff and class iv employees and their contribution is recognized.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Principal in consultation with college council and IQAC make a long term and annual plans. For this purpose various committees are constituted. These committees work towards the realization of the declared objectives of the college. Some of the important committees are House Examination Committee, Maintenance Committee, Purchase Committee, Sports Committee, Library Committee and Cultural Committee.

With the support of these committees Principal is able to monitors the academic, cultural, sports and administrative interests of the institution.

The Principal also interacts with all the stakeholders namely teachers, students, and parents, members of the Alumni Association, Non-Teaching Staff and Social Organizations. These interactions help in enriching and enhancing the college in all spheres resulting in its betterment.

The Principal ensures the proper implementation of all the policies and action plans and these results in reinforcing the culture of excellence and to maintain this impetus, a system is in place to observe and guide all the important activities in the college.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

. Institutional Bodies are integral for efficiency. Various committees such as HEIS, PTA, Alumni, RUSA, Feed Back, Grievance redressal, Placement Cell, Sports etc. are in place and work in consultation with the principal. Separate office space is allocated to them. Meetings are held at regular intervals.

The offices of administrative staff are separated according to their working. Superintendent, Steno, Bill Clerk, Fee collection, university clerk etc. has separate office spaces to facilitate their functioning.

All Government Service rules are strictly followed viz. Punjab Civil Services rules and Punjab Financial Rules. Procedures and rules recommended by affiliating university are followed for Admissions, assessment and Examination.

Regular appointments are made by the Public Service Commission.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user inter faces	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	**No File Uploaded**

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Being a government Institution all the Government schemes are available for Teaching and Non- Teaching staff. When ever required all assistance is provided to the staff to avail the schemes such as Maternity Leave, Child care leave, Loan, Medical Leave, Medical Reimbursement etc. Clerks have been trained to help them with paper work and later follow up.

Other than this the institution has a tradition of helping the needy by contribution and assistance.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

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

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	**No File Uploaded**

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

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	**No File Uploaded**

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

0

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	**No File Uploaded**

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Formal Performance Appraisal lieswith the Directorate Office. Regular staff annually submits self-assessment report as part of ACR to the Principal. The ACR format is provided by the Directorate Office. Principal evaluates the performance of teachers on various parameters.

Self-Assessment by the teachers helps them to understand their strengths as well as shortfalls. Teachers reporton Teaching outcomes, Results, Duties, Achievements.

Working of Clerical Staff and Class IV employeesis also reported by Superintendent.

ACR of Lab attendants is reported by the Head of Department.

There is no provision for the promotion within the institution, but on the basis of performance the duties assigned are reconsidered and changed.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling

audit objections within a maximum of 200 words

The college is a government institution. The grants, funds received from the govt. and fee from the students are subject to audit by the Accountant General of Punjab from time to time. It includes fee, local funds, expenditure on salaries of regular staff, university and college functions, electricity and power consumption and other expenditure incurred on various activites.PTA funds received as fee from the students are kept in a separate account and subject to local audit by CA's. The funds received as fee from HEIS society for selffinance courses are also subject to local audit by CA's. PTA is managed by PTA association which includes parents and teachers as representatives. It has its own finance secretary which looks after the accounts, HEIS has its own board of governors consist of members from different fields as per the constitution. It has its own member finance which looks after the accounts. If audit objections are raised these are compiled with and settled as per the auditors feedback.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

It's a Government college. Salaries of regular staff are paid by the government. The college also receives funds from Government agencies such as RUSA and from occasionally from state government. A detailed project report was prepared for RUSA. The funds are utilized according to the guidelines. Construction and renovation works are carried on by Public Works Department or by similar agencies. It's mandatory to carry out purchase from GEM portal.

College collects funds as PTA which is collected in a separate account. This fund is managed by Parent Teacher Association. The salary of Guest Faculty is paid from this fund. This fund is primarily meant for the benefit / facilities of students.

Self- Finance courses in the college are managed by HEIS. This society includes Teachers, Experts and social representative. These courses are run with the fee collected from students. Budget is planned with the income to pay the salaries and incur the expenditure.

Similarly hostel is managed with the funds received.

College collects funds as a fee for practical subject. This subject wise fund is used for the benefit of that department – to buy tools/ equipment or to maintain labs.

The college also has building fund to look after small repairs of day to day expenditure like fixtures. University Fund is also contributed by the students, this fund is also used for the betterment of students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

In the Academic year 2021-22, the IQAC has proposed and taken many stringent efforts for institutionalizing the quality assurance strategies and process. IQAC played a pivotal role in

the formation of College Management Committee for overall infrastructural improvements and development. It was proposed by the IQAC that to equip our students with special skills, new courses need to be introduced to them. With the same goal, college applied for affiliation ofJagat Guru Nanak Dev Punjab State Open University. Affiliation was grantedand three certificate courses namely Certificate Course in IT Enabled Services, Certificate Course in Creative Writing and Content Development and Certificate Course in Office Automation and e-Governance were successfully undertaken. As a result, 117 students have enrolled for the abovesaid courses.IQAC has proposed that there is a need to improve the Proposal and implementation of visiting various senior secondary schools to improve enrollment.Proposal as well as inspection to get new courses affiliated to Punjabi University, Patiala namely B.Com., M.A. History, M.A. Psychology, M.A. English.The IQAC also suggested that there is a dire need forStrengthening of Alumni Association and involving them to the progress/development of college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

IQAC being the central body within the college monitors and review the teaching-learning process regularly through various meetings and meticulous brainstorming. The time table committee of college lays an efficient timetable at the start of session to ensure hasslefree teaching. IQAC reviews the teaching-learning process and proposes various suggestions to improve the productivity of teachers and students. Students are assessed timely on the basis of Mid term tests. After due assessment, slow and advanced learners are identified. Special attention is given to weak students. They are exhorted to be regular in their classes, a general interaction with the weaker students is encouraged during free periods of the teachers. Advanced learners are further encouraged through class interaction, group discussion, quizzing and library consultation.The practice of the institution of awarding certificates to meritorious students, at

the end of each academic session, is a boost for advanced learners. Also, a regular feedback is obtained from students as well as teachers which facilitates the Institute to make the necesarry improvisations. In addition to this, IQAC keeps on suggesting and provide all the requisite guidance to different departments to held Extension lectures and various other activities for better understanding to strengthenthe learning process

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Ours is a prestigious college in the Patiala region, exclusively

for girl students.

Our vision rests on creating a safe space for our students and providing empowering education. We have created a vibrant campus environment that allows girl students to think critically and act creatively.

Apart from classroom teaching many activities are held to empower them mentally and physically.

File Description	Documents
Annual gender sensitization action plan	nil
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The college has an effective mechanism for solid waste management. The college has signed a contract with an NGO which collects segregated waste from the campus and hostel. Waste collected is segregated as biodegradable and Non-biodegradable

The vegetable waste and leftover waste from the hostel and canteen is put into the four pits inthe campus. The manure prepared in these pits is used as a fertilizer for the plants on

the campus. Two incinerators have been installed in the girl's hostel to dispose of sanitary pads in an environment-friendly method.

Some waste such as terracotta Tiles,wood, iron pieces and cement sheets get transformed into Art Pieces by the creative hands of Fine Arts Department.

The college is huge with a lot of land, so the rain water automatically goes back to earth. At some places waste water pipes are laid in such a style that water gets used to water the lawns.

There is no Bio- medical, chemical, radioactive waste generated at the institution.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

E. None of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways

4. **Ban on use of plastic**
5. **Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Various policy documents / decisions circulated for implementation	**No File Uploaded**
Any other relevant documents	**No File Uploaded**

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**D. Any 1 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	[View File](#)
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The Institute provides inclusive environment for both students and staff.

Though most of the students belong to Punjab but a few students are from neighboring states. The students belong to various religious faiths, categories or socio economic status.Language spoken is mostly Punjabi or Hindi, which are so similar that there's hardly a difference perceptible. No distinction is made on the basis of such diversities, in the students as well as staff. The Institute work/teach in perfect harmony and treat all the students equally.

All the Days of National importance are celebrated with equal élan, such as Hindi Diwas, Punjabi Language month, Matbhasha diwas, birthday of Sikh Gurus, Kabir Jayanti etc.Students are encouraged to take part in such activities and thus providing them a platform to learn about others.

Alumni Association of the college provides financial assistance to the students belonging to weaker section of society. Teachers often help the weaker students to purchase materials required for practical classes.

Dresses required for Music and Dance performances are provided by the departments, so that all the students' look and feel the same.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File]
Any other relevant information	**No File Uploaded**

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Our institution takes every possible effort to ensure that students and staff become responsible citizens or the nation by sensitizing them to the constitution. In order to fulfill their responsibilities as citizens, students get involved in college's various activities

The college encourages the students to take part in various programs and activities. In academic year 2021-22 we celebrated various days like the Hindi department celebrated of Constitution day on26th November in the same way other departments also celebrated the National Integration day (31st October) , Independence day (15th August) , Gandhi Jayanti (2nd October) , Republic day (26th January) , Vigilance Awareness day in order to honor the values to enshrined in the constitution.

Activities organized by NCC and NSS are particularly helpful in inculcatingvalues of responsible citizen.

Legal Literacy Club regularly organiseslectures to enlighten the students about their rights.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	[NSS and NCC students actively participated in all the celebration]
Any other relevant information	[nil]

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The	**B. Any 3 of the above**

Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	

File Description	Documents
Code of ethics policy document	**No File Uploaded**
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The institution enthusiastically celebrates national & international communicative days, events & fastivals. By celebrating these events, students learn about nation & integrity, the importance of peace & harmony in general, and their role in it in particular.

The important events celebrated are :-

National Integration Day 31st October 2021

National Voters Day 25th January

Republic Day 26th January

International Master Language Day 21st February

International Drug Day 26th June 2021

International Women's Day 8th March

World Enviornment Day 5th June

International Day of Yoga 21th June

Independence Day 15th August

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	[View File](#)
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

The institute is well determined on growth and excellence in each and every aspect. Various initiatives were taken this year for the amelioration of college and students.

1. The Old Student Association was revived in the said year. An alumni meet was held to flourish a better relationship with our passed out students. One of the distinguished contribution of alumni this year is the Financial help provided to underpriviligedstudents at the time of need , during admission time and at any other time.

2. IQAC on the commencement of session made a suggestion that various significant days must be celebrated. Asa result of this, Celebration of almost all the national days was held, which helped in inculcatinging knowledge and personality development

File Description	Documents
Best practices in the Institutional website	**Nil**
Any other relevant information	**Nil**

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Government College for Girls, Patiala is a premierinstitution catering to girls education. Playing a dominant role in empowering women in society, we are constantly working to develop our young students into confident and strong women.

To celebrate the spirit ofWomanhood, her empowered and strong selfas well asto strengthen their steps towards a discrimination freesociety, certain programmes are specially year marked to be clebrated as per the calender of the college. For e.g. Lohri which a major Punajbi festival, usually celebrated for the birth and marriage of a male child, is celebrated at Institute with all the students and staff as LOHRI DHEEYAN DI (Lohri of Girls) with all the pomp and splendour. Festival of Teej is also celebrated likewise. International Women's Day on March 8th, 2022was celebrated with great fervour as a major function of the college whic salutes the modern and empowered strong women. It is a practice of the college to invite our achiever Alumni on this very day, nnot only to honour them but also to inspite our students. Variouscompetitions conducted on this day, become symbols of strengthand self assurance for the participantswhich they carry through their lives.

File Description	Documents
Appropriate web in the Institutional website	[View File](#)
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

The Institution is determined to excel academically as well as on many other fronts in the upcoming year. We are planning to use all thegrants judcioulsy in order to improve infrastructural facilities in the college. Renovation and repair works are proposed to be undertakenin College Hostel which needs immediate attention. We plan to enable ICT facilitated teaching in many of our existing classrooms. Along with this, with a goal to be energy efficient, there is aplan to install Solar Panels. We wish to promote research, organise workshops, seminars in near future. In order to further encourage girls, self defence training programme as well as upgradation of sports facilitiesshall be our goal in the upcoming session. The Instituttionplans to organise more and more environmental acivities which also aligns with Government's Swachhta Abhiyaan. To strengthen and promote our NCC and NSS Units, we plan to encourage our volunteers and cadets for a more active participation. With a goal of empowering our girl

students, the Institutionplans to sign MOUs with industrial units for training and placements. More new courses which are relevant in the present competing times, such as B.COM as well as Post Graduation in various subjects, can be started in the next session.We also propose to equipthe campus with 24X7 wifi facility.