



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		GURU NANAK COLLEGE FOR GIRLS
Name of the head of the Institution		Dr. Tejinder Kaur Dhaliwal
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		01633260229
Mobile no.		9814898964
Registered Email		principal_gnc@yahoo.com
Alternate Email		gnciqac1970@gmail.com
Address		Tibbi Sahib Road
City/Town		Sri Muktsar Sahib
State/UT		Punjab
Pincode		152026
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Women
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. Bali Bahadur
Phone no/Alternate Phone no.	01633260229
Mobile no.	9815538531
Registered Email	principal_gnc@yahoo.com
Alternate Email	gnciqac1970@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://gncmkt.ac.in/uploads/aqar2017-2018.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	http://gncmkt.ac.in/uploads/Academic%20Calender%202018-19.docx

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	2.60	2009	31-Dec-2009	30-Dec-2014
2	A	3.02	2017	30-Oct-2017	29-Oct-2022

6. Date of Establishment of IQAC	03-Apr-2019
---	-------------

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Reconstituting different	13-Aug-2018	53

committees/ cells and societies for the improvement of the institution	10	
Timely submission of Annual Quality Assurance Report (AQAR) to NAAC	28-Dec-2018 60	15
Regular meeting of Internal Quality Assurance Cell (IQAC)	24-Jul-2018 05	30
Participation in NIRF	29-Nov-2018 10	42
Systematic Feedback from 1) Students 2) Alumni 3) Parents of the students Collected, Analysed and Used for improving the quality of education in the institution	05-Mar-2019 30	380
Infrastructure Audit done by IQAC	14-May-2019 30	30
Training Programme for the Faculty, Non Teaching staff and students were organized	12-Jun-2019 03	102
Certification under ISO initiated	10-May-2019 01	10
Green Audit Process initiated	13-May-2019 08	22
View File		

8. Provide the list of Special Status conferred by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Department of Computer Sciences, Commerce and Fashion Designing.	B.Voc Degree Programme	University Grants Commission, New Delhi	2018 365	4560000
UBA Cell of the College.	Unnat Bharat Abhiyaan	Ministry of Human Resources Development Govt of India	2018 365	50000
Guru Nanak College for Girls, Sri Muktsar Sahib	Infrastructure Development	SGPC, Sri Amritsar	2018 365	6048861
Red Ribbon Club	Blood Donation	Department of	2018	2000

	Camp	Youth Services, Govt of Punjab	01	
Guru Nanak College for Girls, Sri Muktsar Sahib	Aided Grant	Director Public Instruction (Colleges) Govt of Punjab.	2018 365	6266173
View File				

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

Upload latest notification of formation of IQAC	View File
---	---------------------------

10. Number of IQAC meetings held during the year :	2
---	---

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

Upload the minutes of meeting and action taken report	View File
---	---------------------------

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
--	----

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

On the suggestion of IQAC, the college took the services of JSR Technologies, Ludhiana, for procuring an MIS.

An initiative was taken along with other colleges of SGPC, Sri Amritsar for forming a Cluster of IQAC Coordinators at the Directorate of Education, SGPC, Patiala. This idea established a platform for colleges under the management of SGPC to understand the revised framework of the NAAC. The initiative was well received by more than 15 educational institutions of SGPC.

The IQAC counselled the members of each department regarding enhancing the quality of work in their own specific periphery.

The IQAC encouraged the faculty to apply to various funding agencies for financial assistance for major/minor research projects and fellowships.
--

The IQAC organized 3 training programmes/workshops for the students, teachers and non-teaching staff of the college.
--

View File

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

Plan of Action	Achievements/Outcomes
To start new skill oriented courses	Three courses (Software Development, Retail Management, Food Science and Technology) were started under B.Voc. programme and Two advanced diplomas (Medical Lab Technology and Fashion Designing and Clothing Construction) were started under Community College scheme of UGC, New Delhi.
To apply for the new certificate courses of skill development	The college applied for five six-month certificate courses (Mushroom Cultivation, Web Designing and Management, Yoga and Mental Health, Food Processing and Preservation, Dress Designing and Tailoring) to the UGC, New Delhi under NSQF scheme. From these five courses Yoga and Mental Health has been started in the college.
To enhance the quality of teaching and learning by introducing innovative teaching methods.	The practice of active and co-operative learning was introduced and it was welcomed by the student as well as the teachers.
To develop policy for waste management	The practices of preparing vermin-compost and separating different types of solid waste were started in the campus.
To encourage innovation and creativity by using ICT Means.	The faculty was encouraged to use more ICT means for teaching and also to make available their presentation to students before the lecture delivery.
Prepare and submit project proposals for external funding and collaboration with other Research Organizations, industries and government agencies.	Various project proposals have been submitted to the Government and other funding agencies and the institution is waiting for the sanction such as • DBT Star Scheme (DBT New Delhi) • DST SC/ST hubs Proposal (DST New Delhi) • Block Grants (UGC, New Delhi). • New Gen-IEDC (DST New Delhi) • Women Study Centre (UGC New Delhi) • ATAL TINKERING Lab (Niti Aayog New Delhi). • IMPRESS scheme Minor Project to (ICSSR New Delhi). • DST FIST (DST New Delhi) • Examination Centre (NTA New Delhi) • Financial Assistance from RUSA (MHRD New Delhi)
To conduct Students Satisfaction Survey carry out an analysis of the same	An off line Student Satisfaction Survey (SSS) was conducted by the SSS & Feedback Committee. The committee developed a questionnaire, and interviewed 350 students. The feedback was analysed and the report with major

	findings was submitted to the IQAC. IQAC suggested the committee to develop an online form from the next year so that the survey can be conducted online.
Skill Development workshops for the Non teaching staff	A Three-Day ERP Training Workshop was organized in the college on June 10-12, 2019 for non-teaching Staff.
To complete the construction of auditorium in the College.	The construction of the auditorium was completed
To apply for the external funding for research and seminars	05 major research projects were applied to the different funding agencies.
View File	

14. Whether AQAR was placed before statutory body ?	Yes
--	-----

Name of Statutory Body	Meeting Date
Directorate of Education, SGPC, Patiala	10-Dec-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
--	----

16. Whether institutional data submitted to AISHE:	Yes
---	-----

Year of Submission	2019
--------------------	------

Date of Submission	16-Feb-2019
--------------------	-------------

17. Does the Institution have Management Information System ?	Yes
--	-----

If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)	The College has an MIS from JSR Technologies, Ludhiana. The software contains the following modules: 1) Student Admission module: Institute MIS admission modules helps in admission process of all programmes of the institute. Students are required to complete the admission formality by filling up online admission forms, writing all the academic and other information on this form. The module helps in collecting the information of this academic admissions program wise and also helps in making merit list as per the institute norms. With this merit list the student are admitted strictly based on their merit marks. 2)
---	---

Examinations: This module takes care of the exam activities in the form of internal assessment of the students, record of results, merit list, tabulation of results and declaration of results etc. Similarly, results of internal exams are uploaded by the teachers and student/parent can view same by logging into the systems

- 3) Teacher insertion Module: the MIS is helpful in keeping the record of data of teacher which can assist to prepare all types of reports.
- 4) Leave Management - Through this module all faculty members of the institute apply for different types of leaves and information goes for necessary approval of the same keeping record of total number of leaves consumed by the faculty throughout the year and the balance leave available with faculty.
- 5) Feedback and SSS: this MIS is helpful in collecting, tabulating and analyzing the feedback of the Students, Parents, Staff and Alumni.
- 6) Student/Parent Login: Students and their parent can login to view proper records of fee, attendance, internal assessment and results of the students etc. Even student can pay annual tuition fee, exam fee and other fees online and offline through any mode such as credit/ debit card or internet banking.
- 7) Students can change their subject with online approval of the concerned teacher.
- 8) Alumni: Alumni can remain update by signing up on JSR Portal.
- 9) Assignments: Assignments can be uploaded online by teachers and students can download them anywhere.
- 10) Student warning: Any warning issued to student can be entered here and instant SMS containing same warning will be send to the parents.
- 11) Stores Management - This module helps in vendor registration, tender procedure used for procurement of consumables and equipments, the repair and maintenance of institute's infrastructure, receiving tenders, preparing comparative statements, preparing and placing orders and the necessary administrative approvals of the procurement.
- 12) Transport: Transport available on various stations, charges, seats availability, fee pending, etc.
- 13) Accounts: Ledgers, Summary, collection reports, pending reports are

maintained through this system. 14) SMS/emails alerts: Any notification we want to send can be send via SMS also. 15) College Hostel: Hostel admission, seats availability, allotment of rooms and fee payment are done through this MIS. 16) Event/Seminar/Workshop Record Management: Upcoming events, seminars, workshops, information can be shared here with faculty, students, parents. 17) Placement: Upcoming placement events information can be shared here with faculty, students, and parents.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The College ensures a well-planned curriculum delivery and documentation in the following ways: 1) Academic planning starts with the very beginning of every academic session. Time table is prepared before the commencement of the classes. The draft of the time table is usually prepared by the Heads of the departments and then proposed to the Dean Academic affairs (DAA). After compilation of the timetables of every department DAA forwards it to the Principal for approval. After the approval of the IQAC and Principal, it is displayed on the college website and notice board. 2) Departmental meetings are held in every department related to allocation of subjects/papers to the members of the faculty. Teaching plans are prepared after the allocation and curriculum delivery is planned along with teaching methods and aids. 3) The departmental meetings are frequently conducted by the Heads of the departments throughout the year regarding the planning and implementation of the curriculum. On the other hand the IQAC organizes meetings of the faculty and Heads of the departments with the Principal twice in a year regarding the teaching and learning process. 4) Though curriculum is designed by the affiliating university (Panjab University, Chandigarh) and the affiliated colleges don't have any direct power to modify or change the curriculum, the faculty members of the college contribute to curriculum planning and development through the Boards of Studies of various subjects. Some of our teachers themselves are members of different BoS of Panjab University, Chandigarh. 5) Curriculum coverage and its implementation are monitored by the DAA through regular feedback from HODs and students throughout the session. 6) Special tests are conducted to identify the slow learners and the college plans remedial classes for them. 7) Regular class tests, house tests and assessments are used as tools to keep track on the learning of the students. 8) The college has a rich central library and some departments have their departmental libraries as well. Inflibnet (e-books and e-journals) facility is available for teachers and also for the students. Department of Basic Sciences refer NPTEL lectures for effectiveness in teaching. 9) Following are the special measures taken by various Departments to ensure effective curriculum delivery: a) Workshops are conducted for supplementing teaching of curriculum: such as Art and Craft Workshop, Cooking and Baking Workshop, Creative Workshop, IANCAS National workshop on Nuclear Sciences, Electronics Workshop, Eco-Friendly Bags, Fabric Painting etc. b) Educational tours are arranged for a better understanding of curriculum. c) The faculty and students are encouraged to use

ICT means for teaching and learning. Majority of the faculty members' uses audio-Visual aids for effective teaching. d) Extension lectures of experts are organised for the students and faculty. e) For effective teaching and curriculum delivery some departments arrange Group-Discussion, Class Seminars and Departmental Quiz Competitions so that maximum student can participate and learn. f) Departments celebrate subject specific days such as Science Day, Commerce Day, and Maths Day to enhance students' interest in the subject. g) Feedback is taken regularly from students for enhancing

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Nil	Advanced Diploma in Medical Lab technology	16/08/2018	730	Yes	Self employment, Lab Technician
Nil	Advance Diploma in Fashion Designing and Clothing Construction	16/08/2018	730	Yes	Self Employment

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BVoc	Retail Management	16/08/2018
BVoc	Software Development	16/08/2018
BVoc	Food Science and Technology	16/08/2018
MA	English	08/08/2018
View File		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
Number of Students	0	31

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Mushroom Cultivation	24/09/2018	19
Vermicomposting	05/04/2018	22
Computerised Accounting (Tally ERP.9)	06/02/2019	26

Dyeing and Printing	05/03/2019	53
Cutting and Tailoring	08/04/2019	22
Cooking and Baking	05/03/2019	35
Virasti Lok Kalavan	17/08/2019	30
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MSc	Selection for Summer Internship at GSI, Germany	1
MSc	Software / Website Development (Major Project)	7
BBA	6 weeks Summer Training in a Business Organisation	19
MCom	Summer Internships (Commerce)	30
MSc	Summer Internships (Mathematics)	3
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>The college has a formal feedback system. A separate committee has been formed under name SSS Feedback Committee. They collect feedback from four categories of stake holders viz. Students, Parents, Alumni, and Teachers. Generally feedback is collected on the two aspects—overall functioning of the college and teaching learning process. The first aspect covers the learning environment of the college, canteen facility, functioning of antiragging cell, counselling centre, sports facility, infrastructural facilities etc. The second aspect covers the teaching learning process. The faculty of the college gives feedback regarding punctuality, communication skills, approach towards the students, sharing of innovative ideas etc. The college emphasises on teachers' innovativeness, use of ICT in teaching methodologies, interactive teaching and students' involvement in learning. The feedback committee collects feedback from individual teachers and analyzes it. The analysis of the feedback is communicated to the IQAC and the Principal. The feedback regarding curriculum design and development is conveyed to the various boards of studies of Panjab</p>

University Chandigarh for improvement in the curriculum. Another stakeholder of the feedback committee is parents of the students. Feedback from the parents focuses on the overall development of their ward and about learning environment in the college as well as imparting value based education to their wards. The college has a registered alumni association whose feedback is based on role of the college in the development of students' personality and employability, and academic excellence along with the idea as to how the institution has helped them to acquire the life skills. Teacher's feedback is taken on their views about the curriculum provided by Panjab University Chandigarh. Also their suggestions on the curriculum are submitted to the affiliating university. The college is in process of making feedback system fully online through ERP software. From the next session students and other stakeholders will be able to fill the forms at any time with their own computers, mobiles under stressfree environment. Under the guidance of NAAC, feedback of the students also collected through the Student Satisfaction Survey (SSS) by the committee with the same name. The questionnaire is based on the Likert scale where the responses are recorded on a scale of 0 to 4, with the most positive response being rated as 4 and the most negative response being rated as 0. For the session 201819, the given questionnaire was filled by 350 students selected randomly from UG PG classes. After the survey, the mean score for each question was calculated and then the overall mean was derived. Feedback was received on 20 parameters. The parameters included syllabus coverage and implementation. The overall mean of the survey is 2.88 on a Likert scale it implies that chiefly the students are satisfied with the teaching learning process. At the same time, it also conveys that the institute can still enhance its performance by focusing on the parameters which are below 3 on the Likert scale to increase the level of student satisfaction.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Arts	350	203	203
BCA	Bechalour Computer Application	80	26	26
BBA	Bechalour of Business Administration	30	19	19
BCom	Bechalour of Commerce	70	69	69
BSc	Non Medical	80	64	64
BSc	Medical	30	27	27
BSc	Fashion Designing	40	34	34
BSc	Biotechnology	30	11	11
BVoc	Retail Management	50	17	17
BVoc	Software Development	50	18	18
BVoc	Foos Science &	50	15	15

	Technology			
MA	History	60	15	15
MA	Sociology	60	33	33
MA	Punjabi	60	21	21
MA	Hindi	60	11	11
MSc	Physics	40	12	12
MSc	Mathematics	60	30	30
MSc	Fashion Designing	20	14	14
MA	English	60	10	10
MSc	Information Technology	20	8	8
MCom	Commerce	40	34	34
PGDCA	Post Graduation Diploma in Computer Application	60	11	11
PG Diploma	Fashion Designing	15	11	11
PG Diploma	Advance Diploma in Fashion Designing and Clothing Construction	50	16	16
PG Diploma	Advance Diploma in Medical Lab Technology	50	15	15

[View File](#)

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1276	378	41	1	49

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
91	15	204	5	0	10

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

Mentoring of students is conducted by the departments of the institution. Mentoring of students is based on the following objectives: • To increase the teacherstudent contact hours • To identify and address the problems faced by slow learners and first generation learners • To encourage advanced learners • To decrease the student dropout rates • To prepare students for the competitive world At the commencement of the session every year, different departments individually organize orientation sessions for students of first semesters and explain the designing and implementation of the mentoring system of the department. Departmental teachers in the mentoring process, collect all necessary information related to the student such as the contact number, email of the student, family income, category etc. through the student database format provided by the IQAC. All the departments maintain the records of class tests, mid semester tests, attendance records, records of student seminars etc. necessary for reviewing the performance of the students. The teachers maintain interaction with students through individual meetings and social networking. Parentteacher meetings also prove quite helpful in identifying the problems faced by students. The teachers also suggest the students to prepare a list of difficult questions while preparing for competitive examinations and then the teachers provide them with the solutions. In all the departments, tutorial classes are also organized for students. Outcome of the departmental mentoring system in the current year (20182019) 1. A significant improvement in the teacherstudent relationship has been observed. 2. 12 students of (20182019) batch have qualified in UGCNET while 13 have qualifies TET. 3. A number of students have participated and presented papers in national and international seminars. They have also won prizes in poster presentations, quiz competitions, debates and other similar contests organized by external agencies. 4. 03 students have been selected for summer internships in IIT, Ropar, Chennai Institute of Mathematics, and other prestigious institutes for higher studies. One student of M.Sc (Physics) has been selected for summer internship at GSI Helmholtz Institute, Germany. 5. A number of students have shown outstanding performance in sports tournaments. The college has been declared as champion in different events of intercollege district sports and games championship, intercollege athletic championship etc. 6. 39 students have achieved positions in Panjab University, Chandigarh Semestral Examination Merit list for the session 201819. The biggest challenge of the mentoring system is to decrease the dropout rates due to the emigration of students from India to abroad for higher studies. The college has planned to introduce guidelines for mentoring students in this connection. All the departments from the next academic session are to address this problem.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1654	91	1 : 20

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
51	43	8	0	26

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
No file uploaded.			

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCA	008	3	18/12/2019	23/01/2019

BCA	008	4	17/05/2019	06/07/2019
BCA	008	5	15/12/2018	18/01/2019
BCA	008	6	11/05/2019	03/06/2019
BBA	006	1	26/12/2019	31/01/2019
BBA	006	2	27/05/2019	12/07/2019
BBA	006	3	24/12/2018	30/01/2019
BBA	006	4	25/05/2019	13/07/2019
BBA	006	5	22/12/2018	28/01/2019
BBA	006	6	20/05/2019	10/06/2019
BCom	007	1	26/12/2018	05/02/2019
BCom	007	2	30/05/2019	12/07/2019
BCom	007	3	22/12/2018	01/02/2019
BCom	007	4	31/05/2019	17/07/2019
BCom	007	5	20/12/2018	04/02/2019
BCom	007	6	30/05/2019	17/06/2019
BSc	003	1	24/12/2018	03/04/2019
BSc	003	2	30/05/2019	29/07/2019
BSc	003	3	26/12/2018	22/02/2019
BSc	003	4	28/05/2019	18/07/2019
BSc	005	1	17/12/2018	03/04/2019
BSc	005	2	31/05/2019	06/08/2019
BSc	005	3	28/12/2018	14/03/2019
BSc	003	5	26/12/2018	14/02/2019
BSc	003	6	31/05/2019	28/06/2019
BSc	002	1	24/12/2018	03/04/2019
BSc	002	2	30/05/2019	29/07/2019
BSc	002	3	26/12/2018	22/02/2019
BSc	002	4	28/05/2019	18/07/2019
BSc	002	5	26/12/2018	14/02/2019
BSc	002	6	31/05/2019	28/06/2019
BA	001	1	21/12/2018	29/03/2019
BA	001	2	31/05/2019	30/07/2019
BA	001	3	24/12/2018	01/03/2019
BA	001	4	31/05/2019	20/07/2019
BA	001	5	22/12/2018	20/02/2019
BA	001	6	31/05/2019	30/06/2019
BCA	008	1	19/12/2019	22/01/2019
BCA	008	2	16/05/2019	10/07/2019
BSc	005	4	14/05/2019	26/07/2019
BSc	005	5	26/12/2018	13/03/2019

BSc	005	6	25/05/2019	23/07/2019
BSc	004	1	22/12/2018	02/03/2019
BSc	004	2	25/05/2019	16/08/2019
BSc	004	3	19/12/2018	13/02/2019
BSc	004	4	20/05/2019	15/07/2019
BSc	004	5	21/12/2018	08/02/2019
BSc	004	6	20/05/2019	15/07/2019
BVoc	009	1	26/12/2018	06/05/2019
BVoc	009	2	29/05/2019	31/08/2019
BVoc	010	1	24/12/2018	22/07/2019
BVoc	010	2	29/05/2019	20/09/2019
BVoc	011	1	24/12/2018	13/06/2019
BVoc	011	2	29/05/2019	30/09/2019
MA	104	1	21/12/2018	12/03/2019
MA	104	2	31/05/2019	09/08/2019
MA	104	3	24/12/2018	20/03/2019
MA	104	4	31/05/2019	14/08/2019
MA	103	1	24/12/2018	13/03/2019
MA	103	2	31/05/2019	20/08/2019
MA	103	3	24/12/2018	15/03/2019
MA	103	4	31/05/2019	27/08/2019
MA	101	1	19/12/2018	15/03/2019
MA	101	2	31/05/2019	06/08/2019
MA	101	3	22/12/2018	20/03/2019
MA	101	4	21/05/2019	08/08/2019
MA	102	1	24/12/2018	07/03/2019
MA	102	2	31/05/2019	01/08/2019
MA	102	3	22/12/2018	01/03/2019
MA	102	4	29/05/2019	02/08/2019
MSc	106	1	22/12/2018	26/03/2019
MSc	106	2	30/05/2019	26/08/2019
MSc	106	3	20/12/2018	08/03/2019
MSc	106	4	31/05/2019	02/08/2019
MSc	107	1	24/12/2018	28/03/2019
MSc	107	2	31/05/2019	05/08/2019
MSc	107	3	17/12/2018	20/03/2019
MSc	107	4	27/05/2019	06/08/2019
MSc	109	1	24/12/2018	09/04/2019
MSc	109	2	22/05/2019	08/08/2019
MSc	109	3	26/12/2018	09/04/2019

MSc	109	4	25/05/2019	08/08/2019
MA	110	1	22/12/2018	19/03/2019
MA	110	2	30/05/2019	14/08/2019
MA	110	3	24/12/2018	14/03/2019
MA	110	4	31/05/2019	08/08/2019
MCom	108	1	24/12/2018	12/03/2019
MCom	108	2	31/05/2019	06/09/2019
MCom	108	3	26/12/2018	04/04/2019
MCom	108	4	31/05/2019	01/08/2019
MSc	105	1	22/12/2019	01/03/2019
MSc	105	2	31/05/2019	26/07/2019
MSc	105	3	24/05/2019	22/02/2019
MSc	105	4	06/05/2019	20/06/2019
PGDCA	201	1	24/12/2018	03/04/2019
PGDCA	201	2	25/05/2019	14/08/2019
PG Diploma	202	1	22/12/2018	26/03/2019
PG Diploma	202	2	21/05/2019	22/03/2019
PG Diploma	203	1	01/12/2018	25/03/2019
PG Diploma	203	2	18/05/2019	12/07/2019
PG Diploma	204	1	01/12/2018	25/03/2019
PG Diploma	204	2	18/05/2019	12/07/2019
View File				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Strategy Adopted By Institution Incharge house examination of the college has planned to conduct house examination to set uniform standards of evaluation for the students. There are two systems for the evaluation of students' academic performance i.e. formative and summative. Formative evaluation is conducted by house examination branch to identify slow learners. It includes class test, mid semester test and retests, whereas summative evaluation process is conducted by the affiliating university at the end of each semester. Class tests are arranged by the teachers at their own level. But the examination branch makes systematic plans to conduct presemester exams in two sessions (morning and evening), in which 50 syllabus of U.G classes and 75 syllabus of P.G is included for the well preparation of the students for the final examination. On the basis of performance in class test, presemester exams retest and other academic activities like assignments, presentation and attendance, internal assessment is awarded to students. The house examination branch has switched from manual work to computerized system for preparing record of evaluation and internal assessment. This is one of the major reforms in session 201819. The Parents are informed telephonically and through SMS for Parent teacher meeting on a particular date after evaluation in every semester. Innovation adopted in House Examination System • OMR sheets introduced to train the students for the final exam. • SMS services started to pass on information regarding parentteacher meet. • Fully computerized continuous internal evaluation.

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

The Dean Academic Affairs of the college prepares academic calendar in the beginning of every academic session which is uploaded on college website. The draft of the calendar is discussed in HOD's meeting and all the suggestions which are approved in the meeting are incorporated before releasing the calendar to all departments by the principal. This includes the academic activities at the college level. All the departments conduct internal examinations and the students are informed well in advance about these examinations. Internal assessment dates are also provided by the college in the proposed academic calendar. The college informs the students about the university notices and circulars related to the examinations from time to time through student notice board, departmental notice boards, college website and also verbally by the faculty members of the department. All other activities ranging from prize distribution function, cultural events, project exhibition etc. are carried out as per the plan. In case of any eventuality/emergency a particular event may be rescheduled with the permission of the head of the institution.

2.6 – Student Performance and Learning Outcomes

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

<http://www.gncmkt.ac.in/uploads/ProgramOutcomes.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
001	BA	Arts	241	205	85.06
002	BSc	Medical	25	25	100
003	BSc	Non Medical	58	52	89.65
004	BSc	Biotechnology	9	9	100
005	BSc	Fashion Designing	24	24	100
006	BBA	Bachelor of Business Administration	16	16	100
007	BCom	Bachelor of Commerce	43	42	97.67
008	BCA	Bachelor of Computer Application	30	26	86.66
101	MA	Punjabi	6	6	100
102	MA	Hindi	9	9	100
103	MA	Sociology	42	41	97.61
104	MA	History	21	15	71.42
105	MSc	Information Technology	7	7	100
106	MSc	Physics	29	29	100

107	MSc	Mathematics	21	11	52.38
108	MCom	Commerce	30	30	100
View File					

2.7 – Student Satisfaction Survey

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

[http://gncmkt.ac.in/uploads/Finalsssreport\(2018-19\).pdf](http://gncmkt.ac.in/uploads/Finalsssreport(2018-19).pdf)

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
No file uploaded.				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

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

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Basic Science	1	0.12

National	PG Department of Commerce	1	0
National	PG Department of Punjabi	1	0
International	Basic Sciences	4	1.07
International	PG Department of Commerce	1	2.50
International	PG Department of Mathematics	1	1.57
International	PG Department of Sociology	1	5.73
International	PG Department of Computer Science	5	6.20
View File			

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

Department	Number of Publication
Basic Science	2
Business Administration	1
PG Department of Computer Science	3
PG Department of English	5
PG Department of Punjabi	2
PG Department of Sociology	6
PG Department of Commerce	2
PG Department of Economics	1
View File	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
An efficient Technique for solution of Linear and Non Linear diffusion dispersion Model	Satinder Pal Kaur	AIP Conference proceedings (Scopus indexed)	2018	0	Guru Nanak College for Girls, Sri Muktsar Sahib	0
AbInitio study of Hydrostatic Pressure	Dr. Anita Rani	Material Research Express	2018	3	Guru Nanak College for Girls, Sri	0

effect on the Structural Electronic and Magnetic Properties of Ga _{0.75} Cr _{0.25} N and Ga _{0.75} Mn _{0.25} N					Muktsar Sahib	
DFT Study of Hydrostatic Pressure effect on Ga _{0.75} Mn _{0.25} As Diluted Magnetic Semiconductors"	Dr. Anita Rani	American Institute of Physics Proceedings	2019	0	Guru Nanak College for Girls, Sri Muktsar Sahib	0
Abinitio Study of Diluted Magnetic Semiconductor or Cd _{0.9375} Mn _{0.0625} Se	Dr. Anita Rani	American Institute of Physics Proceedings	2019	0	Guru Nanak College for Girls, Sri Muktsar Sahib	0
View File						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
AbInitio study of Hydrostatic Pressure effect on the Structural Electronic and Magnetic Properties of Ga _{0.75} Cr _{0.25} N and Ga _{0.75} Mn _{0.25} N	Anita Rani	Material Research Express	2018	3	3	Guru Nanak College for Girls, Sri Muktsar Sahib
An efficient Technique for	Satinder Pal Kaur	AIP Conference proceedings (Scopus	2018	0	0	Guru Nanak College for Girls, Sri

solution of Linear and Non Linear diffusion dispersion Model		indexed)			Muktsar Sahib
--	--	----------	--	--	---------------

[View File](#)

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	19	0	0
Presented papers	7	31	1	0
Resource persons	0	1	1	1

[View File](#)

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Swachhta Hi Sewa Campaign	NSS Unit/Mai Bhago Virasti Park Management, Muktsar	4	156
Cleanliness and Drug Deaddiction Awareness camp	National Service Scheme	4	68
Blood Donation Camp	Department of Sociology and Red Ribbon Club in collaboration with Sarbat Da Bhala Trust, Sri Muktsar sahib	5	200
Vatavaran Sambhal March	Sikh Virsa Council, Muktsar	12	83
One Week Yoga and Meditation Camp	Baba Ram Dev Yoga Club, Muktsar	20	50

[View File](#)

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Swachhta Pakhwada	Appreciation Letter	Gram Panchayat, Lambi Dhaab	69
Vatavarn Sambhal	Award of Honour	Sikh Virsa Council,	72

No file uploaded.

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Summer Bharat Internship Program	NSS Unit/NCC Unit/Lambi Dhaab Panchayat	Social Work Camp	3	30
Drug Deaddiction and Save Environment	NSS Unit/NCC Unit/District Sports dept./District Health Dept/Sachkhand School, Guruharsahai/ Govt. High School, Udekan	Seminar and Rally	10	250
Awareness about drugs	NSS Unit of the College	Seminar	3	150
Youth Welfare Services	NSS Unit of the College	Camp	2	8
Drug Awareness	NSS Unit of the College	Buddy Group Program	2	250
SWEAP Program	NSS Unit of the College	Filling Voter Pran Patra	47	1500
Ek Bharat Shreshth Bharat Camp	Telangana State Police Academy Hyderabad	00	0	6
Parade Independence Day	District Administration, Muktsar	Prade	2	31
CATC88 (Inter Unit RDC Selection Camp)	3 PB (G) BN NCC Ludhiana	NCC Camp	0	8
Advanced Leadership Camp	6 PB(G) BN NCC Malout	NCC Camp	0	3
Combined Annual Training Camp (CATC90)	3 PB (G) BN NCC Ludhiana	NCC Camp	0	4
Combined Annual Training Camp CATC91	6 PB(G) BN NCC Malout	NCC Camp	0	3
Combined Annual Training Camp CATC92	13 PB BN NCC Ferozepur Cantt	NCC Camp	0	3
Parade Republic	District	NCC Camp	0	31

Day	Administration, Muktsar			
Annual Training Camp ATC	NCC Academy, Ropar	NCC Camp	0	5
Early Selection Camp For Thal Sena Camp (TSC)	13 PB BN, NCC, Ferozepur Cantt.	NCC Camp	0	16
Unnat Bharat Abhiyan	GNC for Girls, Sri Muktsar Sahib/ District Administration	Survey of the five Adopted Villages	25	100
Literacy and Swachh Bharat Abhiyan	Economics Association of the College	Visit to Slum Area	2	98
Drive Against Drug Abuse	NSS Unit/City Police Administration	A Talk On "How to Identify Drug Addicts around us"	10	150
Drive Against Drug Abuse	NSS Unit of the College and Health Department Muktsar	Awareness Rally against Drug Addiction	5	50
No file uploaded.				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
National Seminar on "Emerging Research Trends in Experimental Physics" (ERTEP2019)	145	College Development Council (CDC), Panjab University, Chandigarh	1
National Workshop	156	IANCAS, Bhabha Atomic Research Centre, Mumbai	2
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
On Job Training	Summer Trainings	Verka Milk Plant, Bathinda	01/06/2019	01/07/2019	1
On job	Summer	Pharma	01/06/2019	01/07/2019	4

Training	Trainings	Instinct, Chandigarh			
Summer Internships	Summer Trainings	Cooperative Bank, Muktsar	01/06/2019	15/07/2019	12
Summer Internships	Summer Trainings	Solutionistic Financial Co., Bathinda	01/06/2019	15/07/2019	1
Summer Internships	Summer Trainings	Satia Paper Mill, Muktsar	01/06/2019	15/07/2019	5
Summer Internships	Summer Trainings	Verka Milk Plant, Bathinda	01/06/2019	15/07/2019	3
Summer Internships	Summer Trainings	RM Balaji Motors, Muktsar	01/06/2019	15/07/2019	1
Summer Internships	Summer Trainings	C.L. Electronic Pvt. Ltd., Muktsar	01/06/2019	15/07/2019	1
Summer Internships	Summer Trainings	Punjab Sind Bank, Muktsar	01/06/2019	15/07/2019	1
Summer Internships	Summer Trainings	Delux Honda Automobiles Company, Muktsar	01/06/2019	15/07/2019	1
Summer Internships	Summer Trainings	Allahabad Bank, Muktsar	01/06/2019	15/07/2019	1
Summer Internships	Summer Trainings	Bajaj Platina Bikes, Muktsar	01/06/2019	15/07/2019	1
Summer Internships	Summer Trainings	Smart Secure Solutions, Muktsar	01/06/2019	15/07/2019	1
Summer Internships	Summer Trainings	Shri Ram City Union Finance Ltd., Muktsar	01/06/2019	15/07/2019	1
Industrial Training, Visits	Summer Trainings	Northern India Textile Research Association, Ludhiana	01/06/2019	30/06/2019	16
Industrial Training,	Summer Trainings	Oberoi Knit Fab,	01/06/2019	30/06/2019	1

Visits		Ludhiana			
Industrial Training, Visits	Summer Trainings	Grospinz Fabz Ltd., Jalalabad	01/06/2019	30/06/2019	1
Industrial Training, Visits	Summer Trainings	Vee Pee Impex, Ludhiana	01/06/2019	30/06/2019	1
Industrial Training, Visits	Winter Training	Superfine Knitters Ltd., Ludhiana	01/12/2018	15/01/2019	5
Industrial Training, Visits	Winter Training	Top Work Apparels, Ludhiana	01/12/2018	15/01/2019	1
Industrial Training, Visits	Winter Training	Chahal Spintex Ltd., Bathinda	11/12/2018	26/01/2019	1
Industrial Training, Visits	Winter Training	Mohit Garments, Ludhiana	11/12/2018	21/01/2019	1
Industrial Training, Visits	Semestral Internship	Softwizz Pvt. Ltd., Bathinda	07/01/2019	24/05/2019	7
Industrial Training, Visits	Semestral Internship	Infowiz Company Ltd, Bathinda	03/06/2019	22/07/2019	19
Industrial Training, Visits	Semestral Internship	Cooperative Bank Ltd, Muktsar	03/06/2019	22/07/2019	19
Industrial Training, Visits	Semestral Internship	Infotechnoge n Pvt. Ltd Mohali	03/06/2019	22/07/2019	19
Industrial Training, Visits	Winter Training	Superfine Knitters Ltd., Ludhiana	11/12/2018	10/01/2019	21
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Duggal Mushroom Farm, Guruharsahai	27/06/2019	Field Visits and Invited Talks on Mushroom Cultivation	32
Digital Tomorrow Pvt. Ltd., Chandigarh	28/06/2018	Skill Development, Outcome based Training	19

Future Retail Ltd., Easy Day Store, KKP Road, Muktsar	28/06/2018	Skill Development, Outcome based Training	18
KINGS, KKP Road, Muktsar	28/06/2018	Skill Development, Outcome based Training	16
National Fully Computerised Lab, Muktsar	28/06/2018	Skill Development, Outcome based Training	17
Shashi Foods, Bathinda	28/06/2018	Skill Development, Outcome based Training	16
Punjab Lab, Bathinda Road, Muktsar	28/06/2018	Skill Development, Outcome based Training	17
Softwizz Pvt. Ltd., Bathinda	28/06/2018	Skill Development, Outcome based Training	19
M/s Ram Lal Madan Lal, Tulsi Ram St., Muktsar	30/01/2018	Skill Development, Outcome based Training	18
Superfine Knitters Ltd., Ludhiana	29/06/2018	Skill Development, Outcome based Training	17
Techlive Solutions, Mohali	29/06/2018	Skill Development, Outcome based Training	19
Thinknext Technologies Pvt. Ltd., Mohali	29/06/2018	Skill Development, Outcome based Training	19
Sohraab Ayurvedic Treatment Centre, Muktsar	26/06/2018	Skill Development, Outcome based Training	40
Hari Om Industrial, Punj Peer Road, Ludhiana	14/07/2018	Skill Development, Outcome based Training	17
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1500000	1376651

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Newly Added

Laboratories	Newly Added
Seminar Halls	Newly Added
Classrooms with LCD facilities	Newly Added
Seminar halls with ICT facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Classrooms with Wi-Fi OR LAN	Newly Added

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
EGranthalya	Fully	3.0	2007

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	24364	3180093	315	76117	24679	3256210
Reference Books	455	143775	0	0	455	143775
e-Books	0	0	31355000	59000	31355000	59000
Journals	230	227764	34	59804	264	287568
e-Journals	0	0	6000	0	6000	0
No file uploaded.						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MGBPS)	Others
Existing	178	4	5	1	0	49	13	5	0
Added	26	1	15	1	0	2	2	20	0
Total	204	5	20	2	0	51	15	25	0

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

4.3.3 – Facility for e-content

Name of the e-content development facility

Provide the link of the videos and media centre and recording facility

No Data Entered/Not Applicable !!!

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
1200000	1138142	5000000	4587136

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

The institution has standard procedure for augmentation, upgradations and maintenance of the infrastructure for physical, academic and administrative facilities. Various committees give recommendations in purchase, repair and upkeep of infrastructure. The policy focuses on:

- Procuring best quality services and products on comparatively low market rates.
- Increasing exposure of ICT facilities for central information, communication and e-governance.
- Strengthening infrastructure for teaching, learning and research.
- Optimal utilization of available infrastructure and services for college and social welfare.
- Monitoring the existing infrastructure and services.

The policy covers infrastructure and facilities in classrooms, laboratory, library, seminar hall, sports stadium, administrative block, hostel, shopping centre, canteen and transport. For the implementation of the policy, budget is allocated by budget committee before the commencement of session every year. Regular meetings of the committee with IQAC are undertaken to decide on allocation of funds to various heads in budget. Construction committee, purchase committees and different in-charges work for vigilant augmentation of infrastructure as well as its optimal utilization. For maintenance, the college has in-charges for furniture, landscape, sanitation, electrician and cleanliness to take care of the requirements of repair and maintenance. Timely Internal and external audits are got done by various agencies to verify the stocks and documents. Procedure for utilization Requirements submitted by the HODs, block in-charges, tutors, and feedbacks from different stockholders are taken into consideration for procurement of the new and the maintenance of existing infrastructure.

Classrooms: Class rooms are assigned in the time table according to class strength by Dean, academic affairs. Block in-charges and the HODs take care of effective functioning of classrooms and its infrastructure. **Special emphasis is given on allotment of ICT enabled classrooms for regular use by all departments.**

Laboratories: Lab technicians and attendants prepare record of stock, consumption and write off the recurring and non recurring material under the supervision of concerned HODs. Lab attendants take care of appropriate disposal of chemical, hazardous waste and electronic waste. Annual Lab audit is done by members of IQAC for stock verification.

Computers internet facility: The institute endeavours to provide equitable, open and free access to ICT resources and tools to students and faculty in ICT enabled areas. Computers are upgraded regularly.

Library: Library committee decides on the issue of purchase of library material, issue and return, weeding out of damaged and old material. The library maintains a website <http://gnclibrary.in/> for remote access by students and teachers for information. Students are encouraged

to register and use various journals and eresources subscribed by library.
 Administration block and offices: All administrative work is fully automated using ERP software. All the offices in campus have computers and WiFi internet facility. Sports Stadium: Dean Sports look after the sports stadium, ground and gymnasium. Rules, recommendations and facilities for sports person are decided and implemented by the incharge after discussion with head of institute.
 Hostel: Hostel committee keep check on infrastructure, facilities and food quality provided to boarders. Hostel warden, head girls and attendants facilitate the work at ground level.

<http://gncmkt.ac.in/uploads/ProcedurePolicies.PDF>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Mai Bhago Stipend for Meritorious Students, Fee Concession for Economically Deprived Students , Free ships for Sports Persons	1031	2768115
Financial Support from Other Sources			
a) National	Post Metric Sch. for S.C. , OBC , Minority Community., Central sector scheme of scholarship for college and university students, Sita Ram Jindal Scholarship, The registered construction workers., Nishkam Scholarship, SBD Scholarship, Smt. G K Memori	684	13515380
b) International	0	0	0
View File			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Workshop on Basics of Computers and Internet	04/02/2019	300	College Level
Remedial Classes	30/07/2018	80	College Level

Seminar on Personality Development	09/11/2018	80	College Level
Guidance for Competitive Examination	10/07/2018	80	Softwizz Ltd Bathinda.
Bridge course	27/07/2018	10	Department of Biotechnology
Remedial Coaching	22/04/2019	20	Department of Business Administration
Bridge Course	01/08/2018	19	Department of Business Administration
Bridge Course	01/08/2018	13	PG Department of Commerce
Personal Counselling	02/10/2018	20	PG Department of History
Personal Counselling	04/10/2018	20	PG Department of History
Language Lab	30/07/2018	30	PG Department of English
Yoga and Meditation Camp	11/07/2018	50	Baba Ram Dev Yoga Club Sri Muktsar Sahib
No file uploaded.			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Guidance for Competitive Examination	150	110	22	22
2019	Career Counselling	280	0	0	72
2018	Mock Interviews	30	0	0	13
2018	Short Term course on preparation for competitive exam BBA	70	70	0	0
2018	Personal Counselling and	170	20	0	0

	Mentoring				
2018	Bridge courses	50	0	0	0
2018	Remedial coaching,	100	0	0	0
No file uploaded.					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
32	32	15

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
JSR Technology Pvt. Ltd. Ludhiana	10	3	List Attached	129	72
View File					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	5	BCA	Department of Computer Science, Guru Nanak College for Girls, Muktsar	Panjab University, Chandigarh	MCA
2018	1	BCA	Department of Computer Science, Guru Nanak College for Girls, Muktsar	CEGEP College Montreal, QUEBEC, Canada	Mobile Application Development
2018	2	Biotech	Department of Biotechnology	GNDU, Amritsar	M. Sc. Microbiology
2018	1	Guru Nanak College, Ludhiana	Department of Biotechnology	Guru Nanak College, Ludhiana	M. Sc. Biotechnology
2018	1	BBA	Business Administration	Lovely Professional	MBA

				University. Jalandhar	
2018	22	B.Com	PG Department of Commerce	Guru Nanak College for Girls, Sri Muktsar Sahib	M.Com
2018	2	B.Com	PG Department of Commerce	Guru Nanak Dev Uni., Sri Amritsar	M.Com
2018	1	B.Com	PG Department of Commerce	Punjabi Uni., Patiala	MBA
2018	1	B.Com	PG Department of Commerce	UBS, Panjab Uni., Chd	M.Com (E- Commerce)
2018	6	B.Sc. Fashion Designing.	P.G Department Fashion Designing	uru Nanak College For Girls, Sri Muktsar Sahib	M.Sc. Fashion Designing
2018	2	B.Sc. Fashion Designing.	P.G Department Fashion Designing	Punjab Agricultural University Ludhiana	M.Sc. Fashion Designing
2018	1	PGDFD	P.G Department Fashion Designing	Khalsa College Patiala.	M.Sc. Fashion Designing
2018	3	PGDFD	P.G Department Fashion Designing	Cambridge Coaching Centre.	IELTS
2018	3	BA	PG Department of Hindi	Regional Centre PU, Sri Muktsar Sahib	MA Hindi
2018	5	BA	PG Department of Hindi	Punjabi University Patiala	MA Hindi
2018	1	MA History	PG Department of History	Punjabi University Patiala	M. Phi
2018	1	MA History	PG Department of History	Punjabi University Patiala	Ph.D
2018	15	BA	P.G Department of Mathematics	Bawa Nihal B.Ed. College, Sri Muktsar Sahib	B.Ed.
2018	4	BA	P.G	Guru Nanak	M.Sc.

			Department of Mathematics	College for Girls Sri Muktsar Sahib	Mathematics
2018	1	BA	P.G Department of Mathematics	Guru Nanak College for Girls Sri Muktsar Sahib	MSc. IT
2018	4	MA Punjabi	PG Department of Punjabi	Bawa Nihal Singh B.Ed College Sri Muktsar Sahib	B. Ed
2018	2	MA Punjabi	PG Department of Punjabi	Khalsa College of Education, Sri Muktsar Sahib	B. Ed
2018	2	MA Punjabi	PG Department of Punjabi	Dev Samaj College of Education , Firozpur	B. Ed
2018	2	MA Punjabi	PG Department of Punjabi	Ramdas College Guruharsahai	B. Ed
2018	16	BA	PG Department of Punjabi	Guru Nanak College for Girls, Sri Muktsar Sahib	MA Punjabi
2018	4	BA	PG Department of Punjabi	Panjab University Chandigarh Regional Centre Sri Muktsar Sahib	MA Punjabi
2018	20	BA	PG Department of Sociology	Guru Nanak College for Girls, Sri Muktsar Sahib	MA Sociology
2018	2	MA Sociology	PG Department of Sociology	Saint Sahara College of Education, Muktsar	B.Ed
2018	1	MA Sociology	PG Department of Sociology	Khalsa College of Education, Muktsar	B.Ed
2018	1	MA Sociology	PG Department	Public College of	B.Ed

			of Sociology	Education, Samana	
2018	3	MA Sociology	PG Department of Sociology	Bawa Nihal Singh College of Education, Muktsar	B.Ed
2018	2	MA Sociology	PG Department of Sociology	Grey Matters, Muktsar	IELTS
2018	1	MA Sociology	PG Department of Sociology	Better Future, Kotkapura	IELTS
2018	1	MA Sociology	PG Department of Sociology	Dream builders, Muktsar	IELTS
2018	1	B.Sc. Medical	Department of Basic Sciences	Malwa College, Mansa	B. Ed.
2018	5	B.Sc. Medical	Department of Basic Sciences	Dev Samaj College Ferozepur	M.Sc. Zoology
2018	2	B.Sc. Medical	Department of Basic Sciences	GNDU, Amritsar	M.Sc. Zoology
2018	1	B.Sc. Medical	Department of Basic Sciences	Bawa Nihal Singh B.Ed. College , Sri Muktsar Sahib Muktsar	M.Sc. Psychology
2018	1	B.Sc. Medical	Department of Basic Sciences	HKL College, Guru Harsahai	B. Ed.
2018	1	B.Sc. Medical	Department of Basic Sciences	DAV College, Abohar	B. Ed.
2018	1	B.Sc. Medical	Department of Basic Sciences	DAV College, Chandigarh	B. Ed.
2018	1	B.Sc. Medical	Department of Basic Sciences	DAV College, Fazilka	M.Sc. Zoology
2018	1	B.Sc. Medical	Department of Basic Sciences	GGs College, Giddarbaha	B. Ed.
2018	1	B.Sc. Medical	Department of Basic Sciences	Government College for Girls, Sec.11, Chandigarh	B. Ed.

2018	1	B.Sc. Medical	Department of Basic Sciences	Dev Samaj College , Ferozpur	M.Sc. Botany
2018	1	B.Sc. Medical	Department of Basic Sciences	Dev Samaj College , Ferozpur	M.Sc. Botany
2018	6	B.Sc. Non Medical	Department of Basic Sciences	Guru Nanak College for Girls, Sri Muktsar Sahib	M.Sc. (Physics)
2018	6	B.Sc. Non Medical	Department of Basic Sciences	IAS Coaching Academy Chandigarh	Civil Services Exam Preparation
2018	3	B.Sc. Non Medical	Department of Basic Sciences	Punjabi University Patiala	M.Sc.(Chemistry)
2018	10	B.Sc. Non Medical	Department of Basic Sciences	Bawa Nihal Singh B.Ed. College Sri Muktsar Sahib	B.ED.
2018	5	B.Sc. Non Medical	Department of Basic Sciences	Guru Nanak College for Girls, Sri Muktsar Sahib	M.Sc. Mathematics
2018	2	B.Sc. Non Medical	Department of Basic Sciences	Punjab University, Chandigarh	M.Sc.(Physics)
2018	2	B.Sc. Non Medical	Department of Basic Sciences	D.A.V. Abohar	M.SC. (Chemistry)
2018	1	B.Sc. Non Medical	Department of Basic Sciences	Guru Nanak College for Girls, Sri Muktsar Sahib	P.G.D.F.D.
2018	1	B.Sc. Non Medical	Department of Basic Sciences	Punjab University, Chandigarh	M.A. (Psychology)
2018	3	B.Sc. Non Medical	Department of Basic Sciences	Civil Services Academy Rajsthan	SSC Coaching
2018	1	B.Sc. Non Medical	Department of Basic Sciences	Punjabi University, Patiala	M.Sc.(Physics)
2018	1	B.Sc. Non Medical	Department of Basic Sciences	Guru Nanak College for Girls Sri	Computer Science Diploma

				Muktsar Sahib	
2018	1	B.Sc. Non Medical	Department of Basic Sciences	Panjab University Chandigarh	M.Sc. Mathematics
2018	2	B.Sc. Non Medical	Department of Basic Sciences	Bright Academy Abohar.	Banking Test Coaching
2018	1	B.Sc. Non Medical	Department of Basic Sciences	Panjab University Chandigarh	M.Sc. Mathematics
2018	1	B.Sc. Non Medical	Department of Basic Sciences	Punjabi University Patiala	IAS Coaching
2018	1	B.Sc. Non Medical	Department of Basic Sciences	B.Ed. College, Jalalabad	B.ED
2018	1	B.Sc. Non Medical	Department of Basic Sciences	Muktisar B.Ed. College Sri Muktsar Sahib	B.ED
2018	1	B.Sc. Non Medical	Department of Basic Sciences	Guru Nanak Dev University Chandigarh	MCA
2018	1	B.Sc. Non Medical	Department of Basic Sciences	B. Ed College Faridkot.	B.ED
No file uploaded.					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	12
Any Other	13
No file uploaded.	

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

Activity	Level	Number of Participants
One Week Yoga and Meditation Camp in collaboration of Baba Ram Dev Yoga Club Sri Muktsar Sahib	State	50
Annual Athletic Meet (27 Feb 2019)	Institution	200
Seminar on Yoga Meditation (21 June 2019)	Institution	50
Celebration Basant	Institution	150

Panchmi Festival (11 Feb 2019)		
Zonal and District Level Tournament of Volleyball and Hockey on (2425 July 2018)	District	224
Cultural Heritage Activity on 17 August 2018	Muktsar Zonal	52
Teej Festival organized 18 on August 2018	Institution	140
Creative Writing on 07 September 2018	Institution	25
Nukad Natak 'Vehngi' on 04 April 2018	Institution	1430
No file uploaded.		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Gold	Internatio nal	1	0	8207	Mangaldeep Kaur
2018	Gold	National	1	0	6311 7709 7307 2363 7710	Gurpreet Kaur Harpreet Kaur Jaspreet Kaur Lovepreet Kaur Manpreet Kaur
2018	Bronze	National	1	0	1402 6809 6518 6366	Anchal Lovepreet Kaur Rajinder Kaur Ramandeep Kaur
2018	Silver	National	1	0	5627 7307 1389 953 6809 8207 3438 1382 6213 7044 7041 951	Amanpreet Kaur Jaspreet Kaur Karamjit Kaur Khushpreet Kaur Lovepreet Kaur Mangaldeep

Kaur
Rajveer
Kaur
Rajveer
Kaur
Rajwinder
Kaur
Ranjeet
Kaur Rimpy
Kaur
Veerpal
Kaur

2018	Silver	National	1	0	979 1007 1377 1389 953 6809 952 823 377 827 950 951	Aasme Gagandeep Kaur Harpreet Kaur Karamjeet Kaur Khushpreet Kaur Lovepreet Kaur Navjoy Kaur Pawandep Kaur Pragati Awasthi Simranjeet Kaur Sukhpreet Kaur Veerpal Kaur
------	--------	----------	---	---	--	--

2018	Silver	National	1	0	1375 4607 1374 1376 2367 1383 1391 1378 1265 4614 1388 1380	Beant Kaur Gagandeep Kaur Gurmeet Kaur Jawinder Kaur Kiran Kaur Pammi Kaur Priyanka Kamboj Rajni Ramandeep Kaur Ramanpreet Kaur Sandeep Kaur Sehaj winder Kaur
------	--------	----------	---	---	--	---

[View File](#)

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

The college has a student council, which is a unanimously elected body made up of President, VicePresident and members. It always joins hands with faculty members and college administration to ensure overall development of the college. Students' council was appreciated by NAAC peer team members during the 2nd accreditation and assessment process for maintaining a disciplined atmosphere in the college. The president of the students' council is also a member of the IQAC team of the college. The president puts forward her suggestions on different issues related to the academic and administrative affairs of the college to the Head of the institution and to the IQAC. The council members hold meetings with the Principal of the Institution during which they raise issues about various college aspects that concern them, and ensure that their voices are heard. Problems faced by students are communicated to the college authorities through the president of the students' council. The year 201920 is the Golden Jubilee year of the college. The Students' Council will organize rallies/ functions with all students, faculty members, staff and head of the institution of the college to celebrate this occasion. The 50 year old history and achievements of the college will be highlighted through posters, banners and songs in this rally by the students, faculty members and staff. They also extend a helping hand in managing college functions and events such as seminars, conferences, annual functions of the college, etc. Most importantly, the council works hard for the incessant improvement of the College. The functioning of the student council does not involve any major finances. However, any expenditure pertaining to council activities, if at all, is borne by the college Activities of Student Council ? The members of the Student Council also act as members of various academic and administrative bodies of the college such as IQAC, Amalgamated Fund Committee, College Magazine Committee, Grievance Redressal Cell, Hostel Committee, Students Association, Discipline Committee, Hostel Mess Committee, Feedback Committee etc. ? The Student Council carries out its primary duties of maintaining discipline and ensuring smooth flow of communication between the administration and the students. ? The council collaborates in holding various academic, cultural, curricular, extracurricular events and leisure activities in the college. ? It contributes to all aspects of such functions that include discipline, hospitality, stage management and general organization. ? The Council takes care of the maintenance of student facilities and infrastructure. ? The members of the Student Council are alert to their responsibilities as role models and leaders

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Yes, the Alumni Association of Guru Nanak College for Girls, Tibbi Sahib Road, Sri Muktsar Sahib has been registered under Societies Registration Act of XXI of 1860 amended by Punjab Amendment Act, 1957 on 18th of July, 2016, under number 5979. The constitution of this association states that the society shall enroll all the passed out students of the college. The registered students with this association shall be refereed as Alumni of the college. The college alumni association was launched with the objective of promoting and inspiring a feeling of fraternity among alumni and retired faculty and staff. Every year the alumni association maintains the database of addresses and telephone contacts of the former faculty/ employees and alumni. From the inception of the association, it organizes an Annual Alumni Meet in the college for which the alumni are invited by using the mode of correspondence such as a telephonic intimation/SMS/newspaper advertisement/ publishing on the internet/maintaining

records or through the college website etc. There are 2578 registered alumni in the association. In this year (201819), 443 new alumni were enrolled during their annual Alumni meet and Rs. 44,300/ were collected as membership fee in this year. The alumni association also significantly contributes for the development of the institution by providing active feedback regarding college policies, administration and teaching and learning and college infrastructure. The Alumni Association has its one representative in the IQAC of the college. The main aim of this association is to keep the alumni connected with the institution. The memorandum of Alumni Association states to guide students for further studies, towards sports, awareness on social issues like drug abuse etc. It strives to work to guide alumni in their career, for this skill development and to support them as an entrepreneur. It also provides support for training of Alumni as well as students belonging to needy families. It shall organise various activities for school children like writing, cursive writing, and painting and quiz competition etc. in the days to come.

5.4.2 – No. of enrolled Alumni:

2578

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

44300

5.4.4 – Meetings/activities organized by Alumni Association :

1. Alumni Association honoured the placed students who visited college during different occasions in the year. 2. Alumni Association invites its members on all festivals like Teej, Lohri and Basant Panchmi Celebrations etc. 3. Two meetings of Alumni Association were conducted for suggestions regarding social work. 4. A meeting is conducted to decide about Alumni Meet of session 201920 on 12/2/2019. 5. A meeting of Alumni is conducted for suggestions for new admission on 9/3/2019.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Decentralization and Participative Management Practices: The organizational structure of the institute is based on the noble ideals of equal division of labour and responsibility with authority. Hence the institute conducts all its administrative and academic activities accordingly. I. For smooth and effective administration of the institute, the college has designed top to bottom and viceversa structure. Some senior faculty members have been designated as 'Deans' for taking care of various administrative activities like admissions, fee concessions, student support, cultural etc. For the financial resource mobilization a separate committee i.e. 'UGC Affairs committee' has been constituted to avail of different central government grants. II. The college has designated one senior faculty member as Dean, Academic Affairs for the effective and smooth conduct of the academic processes. In the session 201819, the college started three B. Voc. courses in 'Software Development, Retail management and Food Science and Technology' funded by the University Grants Commission, New Delhi. For the smooth running of these courses college has appointed one faculty members as Nodal Officer who is bestowed with all the authority to take decisions independently.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	<p>Curriculum Development: Being an affiliated college of Panjab University, Chandigarh, the college adheres to the curriculum prescribed by the university in all the courses. But there are provisions in the university administration for the development of the curriculum through Academic Council and PG and UG Board of Studies. So a number of faculty members contribute to curriculum as members of these bodies.</p> <p>In the current year Mrs. Shaveta Dargan, Member, UG Board of Studies in Computer Science Dr. Jasjeet Kaur, Member, UG Board of Studies in Economics Dr. Bali Bahadur, Member, UG Board of Studies in Sociology Dr. Jagmeet Kaur as an added member in the faculties of Commerce and Management, have contributed to the curriculum of their respective fields. Apart from this, a number of activities are conducted in the campus for the enrichment of the curriculum e.g. organising workshop on Art and craft, cooking and baking, chocolate making, creative writing, Field works, Industrial visits, Visits to Botanical Gardens, Educational tour etc.</p>
Teaching and Learning	<p>For the effective teaching and learning processes, the college has designated a senior faculty member as Dean Academic Affairs. Under her supervision heads of all the departments supervise the teaching learning process by the teaching faculty. Periodical meetings with the heads about ICT use in teaching, Course completion, and learning of the students is monitored. Bridge courses are organised to fill the learning gaps of the students at entry level. For ICT enabled teaching INFLIBNET Software like EPathshala Shodhganga, zeepedia, NPTELVideo lectures, weblinks like ndl.iitkgp.ac.in. Various teaching aids like filmstrips, movies, PPT's computers, projectors, charts, maps and blackboard are also used. Students are provided with login IDs and passwords to access online journals and ebooks. To introduce innovative methods of teaching research methodology,</p>

Department of sociology organizes field visits in different village of Punjab every year following the methodology of Situational Teaching. Summer Internships programmes are organized by Commerce, Management and Fashion Designing departments. Brainstorming and interactive sessions are carried out by the teachers to provide the students with a platform to voice their thoughts. Such sessions also help to get numerous ideas by an all inclusive discussion. Experimental teaching method is adopted by taking students on Industrial visits, Visit to Botanical gardens, visit to fish farm, etc. For interactive learning Academicians, Literary Figures Social Activists etc are invited in Seminars, extension lectures and workshops to interact with the students. Group assignments are given to promote collaborative learning. In order to inculcate research aptitude among the post graduate students, they are involved in research work by way of providing them small research projects. Teachers help their students to present papers in national seminar and conferences. Remedial classes are arranged for weak students whatsapp groups and Facebook accounts are created to share study material and disseminate important information to the students. Extra lectures and tutorials are arranged to discuss the subject problems. To prepare the students for the university examinations mock test, presemester and quizzes are organized by the departments. A Question Bank has been established in the library where question papers of University examinations are kept for the students so that they can prepare well for the upcoming exams.

Examination and Evaluation

For examination and evaluation processes, the college has a separate branch i.e House Examination headed by senior faculty member designated as Registrar, House Examination. Though the university provides no guidelines for semester system but college has decided at its own level to conduct house exams to set uniformity and standard of evaluation for the students. Similarly purpose behind to conduct examination is to make students familiar with the University

examination pattern. There are two systems for evaluation of student' academic performance i.e. formative and summative. Formative evaluation is conducted by house examination branch in which class test, mid semester test and retests are included, whereas summative evaluation process is conducted by university in form of final examination at the end of each semester. Class tests are arranged by the teachers at their own level. But examination branch makes systematic plan to conducts presemester exams in two sessions (morning and evening), in which 50 syllabus of U.G classes and 75 syllabus of P.G are included for the well preparation of the students for the final exam. On the basis of performance in class test, presemester exams retest and other academic activities like assignments, presentation and attendance, internal assessment awarded to students. The house examination branch has switched from manual work to computerized system for preparing record of evaluation and internal assessment. This is major reform in session 201819. The Parents informed telephonically and through SMS for Parent teacher meeting on a particular date after evaluation in every semester i.e. twice in session.

Research and Development

The college has constituted a research committee for the research and development activities. Teachers of the college are encouraged for research activities and support is provided for the same. A few departments of the college also engage students in the research activities. The faculty of the department has very conscious and actively engaged in research like department of sociology organize Situational Teaching in different village of Punjab every year to introduce innovative methods and skills of research to the students. The faculty members guide and help the post graduate students in preparing research papers/articles and case studies for presentations in National Seminar or Conferences. As many as 27 students have presented their papers in such National Seminars as well as Conferences during the last two years. Also, papers of 6 students have been published in the Proceeding Books of

these Seminars and Conferences. Research Projects are given to the students every year where students collect and analyze primary data and submit reports in the department. Likewise students of the department of commerce undergo Summer Training every year in different firms, banks etc. and submit their project reports in the department which are evaluated by external and internal experts and vivavoce is conducted.

Library, ICT and Physical Infrastructure / Instrumentation

Enrichment of the library, augmentation of the physical infrastructure and maintenance of the Equipment's is a continuous process in the college. The college has spent Rs. 10, 12,737/ on infrastructure, Rs. has been spent on 3,63,914/ on maintenance and Rs. 45, 87,136/ has been spent on creation of infrastructure in the college (PLZ COMPARE FIGURES WITH CRITERION IV). Econtent developed by teachers such as: ePGPathshala, CEC (under ePGPathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives institutional (Learning Management System (LMS) etc. has also been done.

Human Resource Management

The institute is very conscious of the value of the human resource management and development of the same. Retaining and recalibrating of the professional is a very tedious task about what management is fully aware of is. At the beginning of the session management organises an Orientation program for the teachers to acclimatize them to the vision and work culture and ethics of the institution. College provides the faculty all the benefits according to the service rules of the state/central agencies and do its best for development of the human resource at its disposal.

Industry Interaction / Collaboration

College has developed a very good interaction with industrial partners and established collaboration with them in some of common areas. College has signed MOUs with Software Companies like 'Place Think Next Technologies', Pvt. Ltd. Mohali, 'Digital Tomorrow', Pvt. Ltd Chandigarh, 'Softwizz' Pvt. Ltd. Bathinda, and 'Tech live Solution' Mohali. 30 students of the department of fashion designing has completed their Summer training and internships

at Solutionistic Financial Co. Department of commerce has established collaborations with Satia Paper Mills, Muktsar, Verka Milk Plant, RM Balaji Motors, C.L. Electronic Pvt. Ltd., Punjab Sind Bank, Delux Honda Automobiles Company, Allahabad Bank, Bajaj Platina Bikes, Smart Secure Solutions, Shri Ram City Union Finance Ltd., department of Fashion Designing has signed MOUs with Garment Industry 'SuperFine knitters', Ludhiana and 'Hari om Industries' Ludhianan.

Admission of Students

The institute understands its responsibility of access to the students belonging to the every strata of life and hence formulate its policies accordingly. Admission of the students is done strictly according to the norms of the governing agencies. College publishes two prospectus for the admission of students in various courses provided and admission committee of the faculty are formulated for each course differently which check the admission eligibility of the candidate and guide the student in the whole process of the admission. Admission committees were supervised by the two senior faculty members working as Conveners. Apart from that college publishes a separate prospectus for the Hostel containing fee structure rules and regulation to be followed by the boarders.

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

E-governance area	Details
<p>Student Admission and Support</p>	<p>For the admission of the students college has hired JSR Technologies, Ludhiana for the admission process. Admission of the students is done online and record of the students is also uploaded in the ERP. Schedule of the admissions is also uploaded on the website of the college. The institute is Conducting online one week workshop on 'Preparation of competitive examinations' for students of college. Online Coaching classes for competitive examinations like SSC, Bank P.O., Clerk, Patwari, Food and Supplies Inspectors etc. are being conducted in collaboration with APEX Institute, Bathinda. Accessibility to students via communication on whats app group is being done. Students submit their</p>

	assignments online as well.
Examination	The house examination branch has switched from manual work to computerized system for preparing record of evaluation and internal assessment. This is major reform in session 201819. The Parents informed telephonically and through SMS for Parent teacher meeting on a particular date after evaluation in every semester i.e. twice in session

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Dr. Sukhwinder Singh	Buddy Training Programme at Chandigarh	0	1680
2018	Dr. Navneet Saini	All India Council for Technical Education at New Delhi	0	2660
2018	Dr. Jagdish Kumar	NAAC Workshop at Guru Nanak Dev University, Amritsar	0	930
2018	Dr. Neeta Kumari	NAAC Workshop at Guru Nanak Dev University, Amritsar	0	930
2018	Dr. Sunil Kumar	NAAC Workshop at Guru Nanak Dev University, Amritsar	0	930
2018	Dr. Anita Rani	0	63rd DAE Solid State Physics symposium at Hisar (Haryana)	6000

No file uploaded.

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)

2018	IANICAS National workshop on Nuclear Sciences and Applications of Radioisotopes		09/03/2019	10/03/2019	75	0
2018	Emerging Research Trends in experimental Physics		22/02/2019	22/02/2019	80	0
2019	Orientation Programme for Staff of the college	Orientation Programme for Staff of the college	25/07/2019	25/07/2019	80	30
No file uploaded.						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Summer School	4	18/06/2019	08/07/2019	20
Workshop	1	12/11/2018	16/11/2018	5
Workshop NIT	1	01/07/2019	05/07/2019	5
Faculty Induction Program	2	04/06/2019	03/07/2019	30
Workshop on Curriculum Design and Development	1	28/01/2019	06/02/2019	10
Faculty induction Programme	1	28/05/2019	26/06/2019	30
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
4	25	18	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1. 'Employees' Welfare	1. 'Employees' Welfare	1. 'Students Welfare

<p>Fund' for Teaching and Non Teaching amount deposited for 201819 session is Rs. 3,14,873/</p> <p>2. Winter and summer uniforms for supporting Staff. 3. Fee concessions for wards of the faculty studying in the college.</p>	<p>Fund' for Teaching and Non Teaching amount deposited for 201819 session is Rs. 3,14,873/</p> <p>2. Winter and summer uniforms for supporting Staff. 3. Fee concessions for wards of the faculty studying in the college.</p>	<p>Fund' amount deposited for 201819 session is Rs. 2,42,269/</p> <p>2. Life Insurance of Rs. 5 Lac of all the enrolled students under 'Student Safety Policy' by United India Insurance Company, Ltd. Muktsar Paunjab. A sum of Rs. 10520/ paid as premium by the college.</p> <p>3. Mai Bhago Stipend for Meritorious Students at entry level. 4. Fee concessions for students belonging to Economically Weaker Sections throughout the course. 5. Free ships to outstanding Sportspersons.</p>
---	---	---

6.4 – Financial Management and Resource Mobilization

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

Yes, institution conducts internal and external financial audits regularly.

Internal Audit: As college is among one of the many educational institutes run by the Shiromani Gurudwara Parbandhak Committee, Sri Amritsar so the audit department of the governing body conducts audit of the college regularly. An audit team of two members visits the institute every month for checking and verification of the accounts and submits written report to the audit department of the governing body. On the basis of these reports annual Income and Expenditure Report, Balance Sheet and Audit Report has been sent to the college duly signed by the CA of the audit branch of the management. External Audit: institutes' accounts are checked and verified by the two external agencies i.e. Govt. of Punjab and Govt. of India also. A team of auditors from the Deputy Controller (F.A.), Internal Audit Organization (R), Finance Department (Punjab) – Faridkot, visits the institute for financial audit annually and submits its report to the Finance ministry of the Govt. of the Punjab. Apart from this an Audit team of 'Accounts General Punjab', Chandigarh checks and verify the Central Grants received by the college from the Govt. of India under various Schemes / Agencies and submits its report to CAG, Govt. of India. Thus institute's accounts are audited regularly by the internal and external agencies independently and the institute adheres to the observations made by these agencies.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Management (SGPC Sri Amritsar), University Grants Commission, New Delhi Ministry of HRD, New Delhi, Department of Youth Services, Muktsar (Punjab)	10660861	Salary, Infrastructure Development B. Voc Courses Unnat Bharat Abhiyiaan and Red Ribbon Club

[View File](#)

6.4.3 – Total corpus fund generated

2877220

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Directorate of Education SGPC	Yes	IQAC
Administrative	Yes	SGPC Sri Amritsar , DPI Colleges and A.G. of Govt of Punjab	Yes	College Bursar

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

The institute conducts Parent Teacher Meeting at the end of the every semester. Parents are invited in these meetings and oriented about their wards performance in the pre semester examinations, Attendance and overall personality development and academic progression.

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

1. ERP Training workshop 2. Summer and winter uniforms 3. Fee concessions for wards of staff.

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

Formal feedback system introduced. 2. Process to set up Incubation centre was initiated. 3. Three Skill Development Programmes i.e. B.Voc in Retail Management, Software Development and Food Science and Technology were introduced.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Reconstituting different committees/cells and societies for the improvement of the institution	13/08/2018	13/08/2018	22/08/2018	53
2018	Timely submission of Annual	28/12/2018	28/12/2018	26/02/2019	15

	Quality Assurance Report (AQAR) to NAAC				
2018	Regular meeting of Internal Quality Assurance Cell (IQAC)	25/07/2018	25/07/2018	30/07/2018	30
2018	Participation in NIRF	29/11/2018	29/11/2018	09/12/2018	42
2018	Systematic Feedback from 1) Students 2) Alumni 3) Parents of the students Collected, Analysed and Used for improving the quality of education in the institution	05/03/2019	05/03/2019	04/04/2019	380
2019	Infrastructure Audit done by IQAC	10/05/2019	10/05/2019	09/06/2019	150
2019	Training Programme for the Faculty, Non Teaching staff and students were organized	10/06/2019	10/06/2019	12/06/2019	102
No file uploaded.					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Lecture on Women Hygiene and Silent Killers	19/10/2018	19/10/2018	68	0

		community					
2018	0	1	19/07/2018	05	Summer Bharat Internship Program	Cleanliness and Tree Plantation	33
2018	0	1	24/07/2018	01	Seminar on Drug Abuse	Awareness about Drug abuse	153
2018	0	1	28/07/2018	01	Mega Rally on "Say No to Drugs"	Awareness about Drug abuse	200
2018	0	1	01/08/2018	01	Seminar and rally on drug dependence	Awareness about Drug abuse	260
2018	0	1	13/02/2019	01	Rally on Drug dependence	Awareness about Drug abuse	53
2019	0	1	24/05/2019	07	Yoga Day	Health Awareness	160
2018	1	0	03/11/2018	01	Vatavarn Sambhal March	Environment protection	83
2018	1	0	10/09/2018	01	Visit to Slum areas	Literacy Swachh Bharat Abhiyan	98
2018	1	0	20/09/2018	05	"Swachhta Hi Sewa" campaign	Cleanliness	160
2018	1	0	17/10/2018	07	NSS Camp	Cleanliness	72
2019	1	0	27/04/2019	01	Unnat Bharat abhiyan survey	Lack of facilities in villages	19

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

Title	Date of publication	Follow up(max 100 words)
Handbook on Code of Conduct for Stakeholders	20/08/2018	Handbook contains code of conduct for various stakeholders including administration, teaching, nonteaching staff, subordinate staff and students. It includes code of conduct defined by Panjab University, Chandigarh, and

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Independence Day Celebration	14/08/2018	15/08/2018	150
Virasati Workshop	17/08/2018	23/08/2018	30
Teeyan Teej Dian (Teej Celebration)	18/08/2018	18/08/2018	135
A Lecture on significance of Sehaj Path in daytoday Life	24/08/2018	24/08/2018	152
Teachers' Day International Literacy day	08/09/2018	08/09/2018	200
Celebration of Parkash Purab of Guru Granth Sahib	12/09/2018	12/09/2018	102
Participation in Students' Personality Development Camp	15/09/2018	15/09/2018	6
Rang De Basanti ² (Celebration of Shaheed Bhagat Singh's Birthday)	28/09/2018	28/09/2018	1500
Unity Day Celebration	31/10/2018	31/10/2018	208
Punjabi Hafta	01/11/2018	07/11/2018	200
RubRu on current literary Trends	15/11/2018	15/11/2018	300
Celebration of Parkash Purab of Guru Nanak Dev Ji	23/11/2018	23/11/2018	300
AIDS Day	03/12/2018	03/12/2018	100
National Voters' Day	25/01/2019	25/01/2019	1300
Basant Celebration	11/02/2019	11/02/2019	90
A Lecture on the Interpretations of the word Guru	14/02/2019	14/02/2019	155

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

The college is committed to take every step for making campus eco friendly. The campus has a sizeable number species of trees and plant, and the number is increasing every year. Various environmentally important days are celebrated from time to time to generate awareness among the students. • Establishment of compost unit for recycling of organic waste: The college has started composting

of organic waste in the campus, under the aegis of 'Eco and Go green Club' with the purpose of generating manure from organic waste like fallen leaves from the trees in the campus. • Installation of 'Used Sanitary Napkin Incinerator Machine' in the College Hostel for proper and hygienic disposal of used sanitary napkins. • Paper less work: Maximum communication in the campus is done by electronic media instead of paper as most of the information to the staff and students is conveyed through information through emails and social media. It is mandatory for the departments to submit assignments of the students through online mode. • A Campaign for Plasticfree campus: Students participated in the seminar and Rally on "Plastic Free Campus and Society" on 13th November 2018. • Green Landscaping with Trees and Plants. Every year new species of trees and plants are added and there is a plan to set up medicinal plants garden in near future. • Tree Plantation Drive in College Campus in which 150 saplings have been planted. • A seven days camp was organised on the theme 'Clean, Green and Healthy India' from 17th October, 2018 to 23rd October, 2018. • Best out of waste exhibitions are organised every year by the department of commerce as well as by 'Eco and Go green Club' so as to promote recycling habits among the students. • Students participated and watched online lecture organized on the Safe Driving by using Traffic Rules and Pedestrian friendly Roads on 21st September 2018. • Seminar and talks on "Save Pages, Save Trees" on 12th February 2019. • Assignments to students for planting of one tree as their assignment. • Various competitions in form of poster making, debate, essay writings were conducted on the theme of 'Save water', 'Plastic free society' and 'Paper Less Communication'. • A number of oneday camps were organized to clean the college campus and to make the students aware about health and hygiene.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice I
Title of Practice: Imparting skill based education for enhancing entrepreneurial abilities and employability. **Objective:** • To help the students develop intellectually and enhancing their entrepreneurial abilities and employability. • To create opportunities, learning environment and scope for the skills development. • To increase their confidence and encourage them for better career making. **Context:** In Industry, at entry level there is an expectation from a student to be preequipped with certain skills. So, it is a high time to give skill based education to our students. Today, it is not only the educational institutes but also the government of India that is working towards skills enhancement of the youth through the Skill India drive. Over 54 percent of India's population is aged below 25 years and thus the government too has taken the initiatives to make young India, a skilled India. Therefore, it only seems fair that the educational institutes in the country pull up their socks too and do their bit to develop a skilled workforce that will one day go on to become the world leaders. Keeping this in mind, the college has taken various initiatives for the skill enhancement of the students. **The Practice:** • **Introduction of Skill based courses under NSQF scheme of UGC:** The college applied and has been selected to start skill based courses under NSQF scheme of UGC. It includes Bachelor of Vocation and Advanced Diploma Courses under Community College Scheme. These courses are B. Voc. in Software Development Retail Management Food Science and Technology, and Advanced Diplomas in Fashion Designing Clothing Construction and in Medical Lab Technology. • **Shortterm Value Added Courses:** The college is running shortterm skill based courses to augment the course curriculum. These courses are Mushroom Cultivation, Vermicomposting, Computerized Accounting, Cooking and Baking, Dyeing and Printing, Cutting and Tailoring and Virasati Lok Kalavan. • **Skill enhancement Workshops:** Many skill enhanced workshops are also organized from time to time e.g. workshops on chocolate making, Making of Ecofriendly bags, cutting,

stitching, designing and paintings, Creative art, handicraft, creative writing, computer skills and Internet, Mushroom Cultivation and Spawn Preparation etc. •

Skill Based Competitions/Exhibitions Many skill based competitions are also organized from time to time such as Best out of Waste, Model Making, fashion shows, exhibitions, ADMAD, ADSelfie, Self created logo making etc. Evidence of Success: The college has successfully collaborated with many firms, retail stores, medical labs, bakeries etc. for facilitating trainings and placements of B.Voc and Advanced Diploma course students. The students of advanced diploma have recently got certification from Sector Skill Council (SSC) for the first year. A good number of alumni of the college are earning their livelihood by setting up their own business. Also, they are earning in the areas of computerized accounting, information technology. One of the alumni of the college is running boutique within the premises of the college. Every year Department of Fashion Designing organised "Exhibition cum Sale". The Mushroom cultivation unit is running successfully in the campus. The students of BioTech has successfully attended five days workshop on Mushroom Cultivation and Spawn preparation at Krishi Vigyan Kendra, Bathinda during the year. Problems encountered and Resources Required: Inadequate financial resources are the major problem. Then, there is less awareness about the importance of skill development courses in the rural area where college is located. Due to semester system, time is also a major constraint. Best PracticeII Title of Practice:

Green Initiatives Objective: • To sensitizing students about the need for protection of environment for a sustainable and healthy future. • To make the campus environment friendly by creating awareness among students. Context: Raging environmental degradation is a cause of global concern. A holistic education is imperative to create socially responsible individuals. Higher education cannot limit itself to merely providing academic training. Being sensitive and responsive to the environment is a trait that has to be inculcated in children at a young age in school and be reinforced at the level of higher education. As an educational institution, Guru Nanak College for Girls is aware of its duty to educate the youth on the importance of conserving the environment by encouraging the adoption of a sustainable lifestyle. The

Practice: Initiatives for Waste Management • Solid Waste Management: The College started compost unit for recycling of organic waste. Organic waste including vegetable waste, leaves etc. are sending to compost and vermincompost units in the campus. • Botanical Garden: Botanical garden has different plants having medicinal, ethical and ecological values belonging to different families of Angiosperms and Gymnosperms. • Installation of 'Used Sanitary Napkin Incinerator Machine' in the College Hostel for proper and hygienic disposal of used sanitary napkins. • To reduce waste and to prevent the health and environmental hazards of disposable thermocol and plastic ware, aluminum foil and polythene, the college has not only prohibited the use of these things within the campus but also motivates the students to spread the awareness in the society at large. Initiatives for energy conservation • Solar energy: The College makes optimum use of renewable energy in the form of solar geysers installed in the college hostel and faculty house. • Energy conservation and carbon neutrality: A large number of students from nearby villages come in groups using private vans or use public transport systems such as buses, erickshaws local students use cycles, cyclickshaws a sizeable number of the students come on foot also. A significant number of members of the teaching staff, both local and outstation, resort to car pooling while some of them come on bicycle too. • Further, the college building is largely welllit and hence, needs no electric lights on sunny days. Initiatives for saving paper • Paper less work has been adopted. The College is consciously working towards reducing the use of paper by way of digitalization of documents and introduction of an eacademic management system which involves digital management of students' academic details including marks, attendance, etc. Maximum communication in the campus is through electronic media. Also, most of the departments prefer

submission of assignments using online mode. Initiatives to reduce pollution • To avoid the noise pollution, the college has managed to purchase silent power generators. Initiatives for Green Landscaping • Every year new species of trees and plants are added and there is a plan to set up medicinal plants garden in near future. In the total area of nearly 15 acres, there are 148 species of plants including a botanical garden and one acre of green cover in the area where electric generators have been kept. Initiatives for creating awareness • Every year NSS Unit of the college organised seven days camp was on the theme "Clean, Green and Healthy India". • Various seminars and Rallies on "Plastic free campus and Society", "Save Pages, Save Trees", "Vatavaran Sambhal March", "Swachhta Hi Sewa" are organised so as to create awareness among students and local residents about the need of environment protection. • Competitions such as poster making, debate, essay writings on the theme of 'Save water', 'Plastic free society' and 'paper less communication'. Best out of waste exhibitions are organised every year so as to promote recycling habit among students. Also, "Global Recycling Day" is celebrated every year. • Many workshops on "Clean and Eco Friendly Campus", "Solid liquid Resource Management", "Making of Ecofriendly bags" are organised from time to time. • The students of the college also participated in Summer Bharat Internship Program of central government where students go for tree plantation, cleaning of campus and surroundings, 'Nukad Natak', poster pasting on save environment etc. Evidence of Success The college is dedicated towards taking every step for making campus eco friendly. The campus has record number of trees and plant species, which are increasing in number every year. Various environmentally important days are celebrated to generate awareness among students from time to time. There has been a decline in the total electricity consumption after the installation of solar panels. The vermicompost produced is used for sale to college teachers while the rest is utilized in the Botanical Gardens of the College. The NSS Unit of the college has adopted a village where number of camps are organised for tree plantations. During the year, the college has also adopted five villages under the Unnat Bharat Abhiyan Scheme of the government. Under it, initially baseline survey has been conducted and report has been submitted on the portal. Problems Encountered and Resources Required: The college is planning to implement rain water harvesting project but financial constraints remain the biggest problem for such an expensive green initiatives. Educating the local community about green initiatives so that they too adopt adequate measures also remains a challenge, as the college is located in the rural area where people are not much conscious about the current environmental crisis.

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

<http://gncmkt.ac.in/uploads/InstitutionalBestPractices.PDF>

7.3 – Institutional Distinctiveness

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

Institutional Distinctiveness Muktsar is located in southwestern part of the Punjab. It is one of the educationally backward districts situated merely 30 km away from IndoPak Border. The overall literacy rate of females in Muktsar is just 59.2 , being second lowest of all the districts of Punjab (Gender Statistics of Punjab, 2012 Economics and Statistical Organization, Punjab). Gross Enrolment Ratio (GER) of girls in higher education is also quite low. In 1970, the condition of female literacy was even bad. So, with very grand notion, founders of the college conceptualized foundation of girls institute in the area with the idea of improving the female literacy rate and thus their social status to make them confident enough to enjoy the right to live freely their life with a sense of selfworth, respect and dignity. Since then, the

institute is working with goal of not to be successful in terms of wealth but in terms of achieving prerequisite fundament of equality, i.e. educated society. Following its mission of making Sikh Gurus vision of egalitarian society, the college with the objective of providing easier access to education, a fleet of 50 vans cover Muktsar city and nearby villages, for safe and problem free service. As outcome of all these efforts, in 201819, 2200 girls got enrolled in this institute. Thus, the institute is playing important role in improving the scenario of female literacy in the region. As the prime objective of the institute is education of girls so to achieve this, it is strived hard to provide opportunity of education to girls irrespective of caste, creed, community and financial status. This is done by conveying proper information through various sources, about the facilities/ scholarships provided by the government as well as the institute. It is also ensured that proper and maximal use of those facilities is made through functioning of office of Dean, Students'Welfare. A large number of scholarships, freships, stipends and awards available to the students. Thus, the college strides for improving lives of girls of the area through diverse, curricular, co curricular and extracurricular activities, in particular and contributing in the empowerment of the womenfolk, in general. Hence, on one hand, it works to empower women—the socially weaker sex, on the other, it tries hard to bring the doubly marginalised women i.e. those from the socially as well as economically deprived sections, into its ambit by providing them with the financial assistance along with the opportunities to come at par with the advantaged groups of the society.

Provide the weblink of the institution

<http://gncmkt.ac.in/uploads/InstitutionalDistinctiveness.PDF>

8.Future Plans of Actions for Next Academic Year

1) More Faculty Development Programmes and Collaborations with the industry 2) Formation of Competitive Examination Cell 3) Promotion of Research and Development in the campus 4) Development of e content by the faculty. 5) Introduction of more Certificate and Diploma Courses. 6) To conduct Green Audit of the Institution. 7) More MOUs with Industry with the objective of placements 8) Introduce online feedback system from all stakeholders. 9) Introduce Examination Reforms Online filing of Exam Forms, Online Exam etc 10) To establish incubation centre in the college. 11) To integrate all modules of MIS and aim at paperless administration.