Self- Study Report

(Cycle-II)

Submitted to

National Assessment and Accreditation Council

(NAAC)

By

Guru Nanak College for Girls

Sri Muktsar Sahib (Pb.)

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Contents

PREFACE

It is a pleasure to submit the Self-Study Report of our college to National Assessment and Accreditation Council, Bangalore for the Cycle-II of accreditation. The SSR has been prepared in the strict compliance with the guidelines prescribed by the NAAC in the Manual for Self-Study Report. The consistent and collective efforts put in by our Steering Committee and the cooperation of the entire faculty of the college have fructified in the form of this Report.

Furthermore, the recommendations of the peer team after the accreditation of Cycle-I have been instrumental for the institution in improving the level and quality of teaching-learning process, faculty development and research, collaborative and extension activities, library and ICT resources, and sports facilities. Hence, we look forward to the Peer Team Visit for the accreditation of Cycle-II also.

Mrs. Navjot Kaur

Principal

Guru Nanak College for Girls

Muktsar, Punjab (152026)

Executive summary

To commemorate the 500th birth anniversary of Guru Nanak Dev Ji, the founder of Sikh Religion, some visionary, philanthropic persons of the town realized that starting a higher education institute for girls would be a befitting tribute to the Guru as it would help in realizing his concept of egalitarian society by empowering the women folk of this remote and backward area. The idea got materialized when the then Chief Minister of Punjab S. Parkash Singh Badal gave his consent to be the President of the 'Guru Nanak Education Society' that founded 'Guru Nanak College for Girls', Christened after the name of the Guru.

In 1970, the college was started with one academic programme i.e. B.A., affiliated to Panjab University, Chandigarh which was established in 1882 as University of Panjab at Lahore (now in Pakistan). In the year 2000, the college was undertaken by the Shiromani Gurdwara Parbandhak Committee (SGPC), Sri Amritsar which was founded in 1925 and at present is running 72 schools, 39 colleges and 1 University having a budgetary provisions of 1064 crores.

Beginning with single faculty, the institute is now offering courses in Science, Commerce, Arts and Computers faculty. It includes 8 UG, 7 PG, 1 PG Diploma, 4 Dual degree and 8 Short Term Courses. For academic flexibility the institute is providing 16 elective subjects and 89 subject combinations in humanities course. To inculcate the moral and ethical values in the students, the institute is offering a value added course '*Sikh Dharam Adhyian Pattar Vihar Course'* run by Dharam Parchar Committee of SGPC. Based on this exam, scholarships are provided to the meritorious students.

To accomplish the idea of girs' education, a transparent admission process is adopted admitting students from SC/OBC/Minority and disadvantaged sections. For effective implementation of curriculum, academic calendar is followed and teaching plans are prepared accordingly. Besides using the conventional teaching methods like chalk and talk, discussions, models, charts, project based learning, field trips, new methods and

techniques like power point presentations, video lectures of e-pgpathshala and NPTEL are also used. The culture of independent learning is promoted in students by inculcating the habit of using e-journals, e-books and other web sources. Interactive learning is also focused through regular industry trips and field trips. Expertise of subject experts as well as industry experts is taken as source of collaborative learning by inviting them to seminars, workshops and guest lectures.

Innovative teaching learning methods are regularly used for nourishing creativity and talent of the students by organizing variety of events. Fashion designing department organize fashion show in which garments and accessories designed by students are show cased; Department of English takes the initiative to supplement its teaching techniques the syllabus content by showing movies based on literary works and 'dramas' enacted by students. Competitions in poster making, model making and paper presentation are organized by science department.

Core of teaching-learning process is quality of teachers. The institute has 43 regular, 33 ad hoc and 5 contractual teachers. The faculty is well qualified with 16 Ph.D., 27 M.Phil. and 19 NET qualified members. The institute believes in continual growth in quality of faculty and their empowerment, indicative of this is the fact that 10 faculty members are pursuing Ph. D. at present

Every year excellent results are achieved, majority of the courses came out with 100% results including 39 university positions in the period from 2012-2016. These figures are evidence of continuous internal and external monitoring as well as formative and summative evaluation of the students.

To promote research and academic development of the faculty, financial assistance, infrastructural facilities and duty leaves, are provided by the management. Faculty is involved in research activities by receiving grants from government agencies for projects, seminars/conferences. Forty faculty members have undertaken faculty development programmes and a number of them has presented papers in conferences, workshops,

seminars and rendering their expertise as resource persons and subject experts in 'inspection teams' of the affiliating university.

Being aware of its social responsibility, the college plans and organizes its extension and outreach programmes through NCC, NSS, cells and clubs as well as through different departmental societies. Blood donation camps were organized. Every year NSS units and red ribbon club distribute flags for charity and NSS unit has also received a letter of appreciation from Sainik Welfare Board for its contribution. Efforts towards contribution to healthy environment include setting up of vermi composting unit in the campus, cycle rally for lesser pollution, "polythene free campus" campaign and cleaning of local parks. 'Pink Marathon' for women empowerment was organized in collaboration with the local administration. To sensitize the students and citizens regarding importance of Earth day, Environment day, Labour Day, Literacy day, Teachers day, voters day are celebrated in the campus.

The institute is sprawled over an area of 14.8 acres. It has six blocks comprising of 46 classrooms, 20 laboratories, 3 smart class rooms, Seminar hall, Botanical garden, department offices and spaces for different units/cells. One administrative block houses Principal's office, LMC meeting hall, accounts office, establishment branch, and offices of Bursar, Dean, Academics, Registrar, House examinations, IQAC office and Staff room, Rest rooms. Sports facilities include 400 m track, courts for volley ball, kho kho, badminton, hand ball, hockey, foot ball and kabaddi for outdoor games and a big hall for Indoor games like Taek Won do, judo, table tennis, boxing, kabaddi (national style) and gymnasium. There are 2 open air stages to carry out co-curricular and extra-curricular activities.

The institute has 6 guest rooms, faculty house for outstation women teachers, girls' hostel and accommodation facility for support staff. Other facilities like *Gurdwara* sahib, Shopping complex with 9 shops, Cafeteria, three parking spaces, ten lawns laid with

benches, three silent generators, six RO systems with a capacity of 2500 liters potable water as the ground water of the region is not fit for human consumption, are installed.

Library and IT facilities of the institute are important resources to support the academics. College has a fully air conditioned Library with 24500 books, and subscription of 33 journals, 28 magazines and 13 newspapers. Library has subscription to INFLIBNET, too, which provides access to 6000 e-journals and 31 lakh e-books. There are three separate reading rooms, one for faculty and two for students. Facilities like Internet, reprographic, computerized catalogue, and wash room are available in it. IT facilities include 215 computers, 2 Wi-Fi connections, 4 computer labs, 1 language and communication lab along with adequate computer accessories.

The institute commits support to students and their progression during their stint in the college. Complete information of student support is supplied in the prospectus. Functioning of Dean, students' welfare ensures that all the efforts of Center government, State government and other National agencies are maximally harnessed to assist the students of different class, economic status, abilities and religion to provide them equal opportunity of education, which is a prerequisite of egalitarian society. In this light, scholarships of Rs. 2,24,90,349/- to BC, Minority, Physically disabled and meritorious students and freeships of Rs. 1,11,05,684/- to SC students have been made available under different schemes, to the tune of Rs. 3,35,96,033.

To achieve its mission and thus the vision, under the working of Dean, students' welfare, the institute is trying to follow the footprints of government agencies and has provided Fee concession/ freeships of Rs. 1,18,22,918/-, hostel fee concession of Rs. 3,40,050/-, annual cash prizes of Rs. 1,15,800/- and religious exam scholarships of Rs. 34100/- to needy or meritorious students, amounting to Rs. 1,23,12,868/-.

Financial assistance of Rs. 4,59,08,901/- has been provided to benefit about 50.57% students on an average in the last four years. In the session 2015-2016 alone, more than

half of the students admitted in the college, i.e. 65.58% have received financial assistance.

Keeping in mind, the all-round development of students, their participation in various competitions has been facilitated by the institute by provision of TA/DA, reimbursement of registration fee, sports kits, special diet/ meal for sports students.Under the monitoring of Dean, Sports, an amount of Rs. 1,56,76,133/- has been spent in thelast four years to promote sports. This includes freeships of amount Rs. 57,96,512/- given to 653 sports persons in the last four years. To avoid any loss in studies due to participation in competitions, remedial classes are arranged and flexibility is given in house examinations.

To prepare students for different competitive examinations a 'Coaching center for competitive examinations' is functioning in the campus. Resultantly, 27 students have qualified UGC-NET, 36 qualified TET/CTET/PTET, 7 students qualified banking examinations, 7 students cleared SSB exams whereas 12 students got selected in Punjab police. Other facilities offered to students include counseling services through career guidance cell and tutors. Institute has strong mentoring system, 1 tutor is assigned to mentor a group of 40 students. Grievance redressal cell, Anti-sexual harassment cell, Anti-ragging cell works for creating peaceful and healthy environment in the campus.

All the above mentioned institutional processes have come out from the light of mission which, in turn, is the aim to achieve the vision stated by founders of the institute. To achieve the mission, governance of the college has a four-tier structure, comprising of the Top management SGPC; Education Committee and Directorate of Education; Local Managing Committee and the Principal. The two-tier quality assurance system comprises of Deans and IQAC; Heads of departments and In charges, committees with student council as its important component.

All the members involved in governance and quality assurance process play their part in formulation and amendment of policies of the institute following "**Bottom to Top**"

approach following budgetary provisions. Once the policy is developed, suitable strategies/ action plans are prepared. Well defined duties are allotted to each and every individual with idea of '**Authority with responsibility'** and **decentralized governance** for better implementation of policies and plans. This promotes the ambience of participative management in the institute where decision making is a collaborative process with varied level of participation.

Institute has established an Internal Quality Assurance Cell with a view to improve the quality of the institute in all respects. Quality assurance is ensured by formulation of aims and objectives, proper monitoring of activities carried out to achieve stated aims, reviewing the process after completion of task and feedback from various stakeholders.

Along with imparting formal quality education, the institution is striving hard to keep its cultural heritage alive so as to keep the students rooted in their soil while living in harmony not only with the humankind but also with Nature. Through various activities, the students are apprised with the tangible and intangible aspects of their culture. Further, the nature-friendly campus of the college motivates them towards green living.

The SWOC analysis of the Institute:

Strengths:

- Philanthropic and financially sound management devoted to the holistic development of society following Sikh Guru's vision of egalitarian society.
- Number of wide range and varied duration of academic programmes on offer.
- Well qualified, self motivated faculty engaged in academic, research and extension/social activities.
- Improving lives of girls of the area through diverse, curricular, co curricular and extra-curricular activities, in particular and contributing in the empowerment of the womenfolk, in general.
- ICT enabled teaching learning milieu with rich library resources.
- A large number of scholarships, freeships, stipends and awards available to the students.
- University rank holders, sports personals of university/inter-university/national repute, job oriented and socially enlightened students.
- Value oriented education through course, processes, and traditions to make good citizens aware of challenges in their lives.
- Nature friendly campus with sprawling lawns, well lit and airy buildings with round the clock security system.

Weaknesses:

- Situated in a relatively remote and backward region that falls in semi arid zone.
- Social constraints and lack of awareness among the people of the region hindering the growth of the girl students.
- State government's policy of ban on recruitment of grant-in-aid posts puts financial burden on the institute.

- Curriculum of all the UG, PG programmes is designed by the affiliating university.
- A few Collaborations/linkages with different agencies for research and extension activities.

Opportunities:

- Scope of introduction of skill based programmes to catering the global needs leading to start ups.
- Research facilities can be improved by collaborating with national, international agencies.
- Linkages to Industries/Corporate can be increased through signing formal MOUs/agreements.

Challenges:

- To imbue students with rich cultural traditions and their retention in the fast changing world and at the same time preparing them to face the global challenges.
- To update/upgrade curriculum, teaching learning methods and techniques and keeping the faculty abreast of new trends in higher education.

C. Profile
of
the Institution

SECTION-B: PREPARATION OF SELF-STUDY REPORT

1. PROFILE OF THE AFFILIATED COLLEGE

1. Name and Address of the College

Name:	**Guru Nanak College for Girls**
Address:	**Tibbi Sahib Road, Near Tibbi Sahib Gurudwara, Muktsar**
City:	**Muktsar** Pin: **152026** State: **Punjab**
Website:	**www.gncmkt.ac.in**

2. For Communication

Name & Designation	Mobile, Telephone and Fax No.	Email-Id
Principal **Mrs. Navjot Kaur**	(T) 01633-260229 (Fax) 01633-260227 (M) 8427700559	principal_gnc@yahoo.com
Vice-Principal **Mrs. Anshu Jindal**	(T) 01633-260229 (Fax) 01633-260227 (M) 9872869505	Anshujindal8242@gmail.com
Co-ordinator,Steering Committee **Dr. Jagdish Kumar**	(T) 01633-26229 (Fax) 01633-260227 (M) 9417506071	jksingla1508@gmail.com

3. Status of Institution:

i) Affiliated College ☑

ii) Constituent College ☐

iii) Any other (Specify) ☐

4. Type of Institution:

    a) By Gender :   i) For Men   ☐

                             ii) For Women   ☑

                             iii) Co-Education   ☐

    b) By Shift :   i) Regular   ☑

                             ii) Day   ☐

                             iii) Evening   ☐

5. Is it a Recognized Minority Institution? | No |

If yes specify the minority status (Religious/linguistic/any other) and Provide documentary evidence

6. Sources of Funding: i) Government   ☐

                                   ii) Grant-in-aid   ☑

                                   iii) Self-Financing   ☑

                                   iv) Any other   ☐

7. a) Date of establishment of the college: **July 1970**

b) University to which the college is affiliated: **Panjab University, Chandigarh.**

c) Details of UGC recognition:

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks (if any)
1) 2 (f)	July, 1970	--
2) 12 (B)	July, 1970	--

(Enclose the certificate of recognition u/s2 (f) and 12 (b) of the UGC Act)

d) Details of recognition/approval by statutory/ regulatory bodies other than UGC: **NA**

    (AICTE, NCTE, MCI, DCI, PCI, RCI etc.)

Under Section/clause	Recognition/Approval details institution/ Department Programme	Day, Month and Year (dd-mm-yyyy)	Validity	Remarks
--	--	--	--	--
--	--	--	--	--

(Enclose the recognition/approval letter)

8. Does the Affiliating University Act Provide for Conferment of Autonomy (as recognized by the UGC), on its Affiliated College?   Yes ☑   No ☐

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

Yes ☐   No ☑

9. Is College Recognized?

a) **by UGC as College with Potential for Excellence (CPE)?**

Yes ☐   No ☑

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

b) **for its Performance by Any Other Government Agency?**

Yes ☐   No ☑

If yes, Name of the agency……..……… And date of recognition……………………………(dd/mm/yyyy)

10. Location of the Campus and Area in sq.mts:

Location*	Semi - Urban
Campus area in sq. mts.	**60,092.55 sq.mts**
Built up area in sq. mts.	**16654.82 sq.mts**

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

11. Facilities Available on the Campus (tick the available facility and provide numbers or other details at appropriate places) or in Case the Institute has an Agreement with Other Agencies in Using any of the Listed Facilities Provide Information on the Facilities Covered Under the Agreement.

    a) Seminar Hall with infrastructural facilities   : **01**

    b) Sports facilities

- Play ground   : **Yes**
- Swimming pool   : **No**
- Gymnasium   : **Yes**

    c) Hostel

- Boys' Hostel   : **No**
    - I. Number of hostels
    - II. Number of inmates
    - III. Facilities (mention available facilities)

    d) Hostel

- Girls' Hostel
    - I. Number of hostels   : **01**
    - II. Number of inmates   : **132**
    - III. Facilities   : **Recreational Room, Newspapers, RO water system, etc.**

    e) Working Women's Hostel   : **No**

- Number of inmates
- Facilities (mention available facilities)

    f) Residential facilities for teaching   : **01 Faculty House**

    g) Residential facilities for support staff   : **03**

    h) Cafeteria   : **01**

i) Health Centre :- First aid, inpatient, Outpatient,   : **No**
   Emergency care facility, Ambulance

Health centre staff-

- Qualified doctor: **Full time** ☐   **Part time** ☑
- Qualified Nurse: **Full time** [X]   **Part time** [X]

j) Facilities like banking, post office, book shops   : **Book-shop, General Store, Laundry, Photo studio, Garment shop, Food Point**

k) Transport facilities to cater to the needs of students and staff   : **Bus (01), Vans (50)**

l) Animal house   : **No**

m) Biological waste disposal   : **No**

n) Generator or other facility for management /regulation of electricity and voltage   : **03**

o) Solid waste management facility   : **No**

p) Waste water management   : **No**

q) Water harvesting   : **No**

12. Details of Programmes Offered by the College: (2015-16)

UG Programmes:					
Sr. No.	Name of the Course / Programme	Duration	Entry Qualification	Medium of Instructions	Sanctioned Student Strength	No. of Students Admitted
1.	**BA**	**3 years**	**10+2**	**English, Hindi & Punjabi**	**---**	**1242**
2.	**B.Com**	**3 years**	**10+2**	**-do-**	**70**	**161**
3.	**BBA**	**3 years**	**10+2**	**-do-**	**30**	**53**
4.	**B.C.A**	**3 years**	**10+2**	**English**	**80**	**118**
5.	**B.Sc (F. D.)**	**3 years**	**10+2**	**English**	**40**	**57**
6.	**B.Sc. (Non-Medical)**	**3 years**	**10+2**	**English**	**80**	**229**

7.	**B.Sc. (Medical)**	**3 years**	**10+2**	**English**	**30**	**81**
8.	**B.Sc. (Bio-Tech.)**	**3 years**	**10+2**	**English**	**30**	**33**
9.	**B.Sc. (Com. Sci.) [1]**	**3 years**	**10+2**	**English**	**30**	**05**
PG Programmes:						
1.	**MA (Punjabi)**	**2 years**	**BA**	**Punjabi**	**60**	**63**
2.	**MA (Hindi)**	**2 years**	**BA**	**Hindi**	**60**	**49**
3.	**MA (Sociology)**	**2 years**	**BA**	**English, Hindi & Punjabi**	**60**	**101**
4.	**MA (History)**	**2 years**	**BA**	**-do-**	**60**	**81**
5.	**M.Com**	**2 years**	**B.Com**	**English**	**40**	**42**
6.	**M.Sc (Mathematics)**	**2 years**	**BA/ B.Sc**	**English**	**60**	**93**
7.	**M. Sc (I T)**	**2 years**	**BCA**	**English**	**20**	**22**
PG Diploma:						
1.	**PG Diploma in Fashion Designing**	**1 Year**	**BA**	**English**	**60**	**10**
2.	**PG Diploma in Computer Application[*]**	**--**	**--**	**--**	**--**	**--**
GRAND TOTAL					**2441**	
Dual Degree Programmes:						
1.	**Certificate Course in Communicative English,**	**1 Year**	**10+2**	**English**	**---**	**02**
2.	**Certificate Course in Information Technology**	**1 Year**	**10+2**	**English**	**---**	**12**
3.	**Certificate Course in Fashion Designing**	**1 Year**	**10+2**	**English**	**---**	**30**
4.	**Certificate Course in Journalism**	**1 Year**	**10+2**	**English**	**---**	**22**
5.	**Diploma Course in Communicative English,**	**1 Year**	**10+2**	**English**	**---**	**00**
6.	**Diploma Course in Information Technology**	**1 Year**	**10+2**	**English**	**---**	**02**
7.	**Diploma Course**	**1 Year**	**10+2**	**English**	**---**	**02**

[*] **This course was discontinued in 2014.**
[*] **This course was discontinued in the year 2011.**

	in Fashion Designing					
8.	**Diploma Course in Journalism**	**1 Year**	**10+2**	**English**	**---**	**16**
9.	**Advance Diploma in Communicative English,**	**1 Year**	**10+2**	**English**	**---**	**00**
10.	**Advance Diploma Course in Information Technology**	**1 Year**	**10+2**	**English**	**---**	**00**
11.	**Advance Diploma Course in Fashion Designing**	**1 Year**	**10+2**	**English**	**---**	**03**
12.	**Advance Diploma Course in Journalism**	**1 Year**	**10+2**	**English**	**---**	**05**
Short Term Courses: (conducted by the college as per the demand of the students)						
1.	**Certificate Course in English Speaking**	**Three Months**	**10+2**	**English**	**--**	**--**
2.	**Certificate Course in Cutting & Stitching**	**One Month**	**10+2**	**Punjabi**	**--**	**--**
3.	**Certificate Course in Mathematics for Competitive Exams**	**One Month**	**10+2**	**Punjabi**	**--**	**--**
4.	**Certificate Course in Art & Craft**	**One Month**	**10+2**	**Punjabi**	**--**	**--**
5.	**Certificate Course in Printing & Dying**	**One Month**	**10+2**	**Punjabi**	**--**	**--**
6.	**Certificate Course in Food Preservation**	**One Month**	**10+2**	**Punjabi**	**--**	**--**
7.	**Certificate Course in Cooking & baking**	**One Month**	**10+2**	**Punjabi**	**--**	**--**
8.	**Certificate Course in Basics of Computer Science**	**One Month**	**10+2**	**English**	**--**	**--**

13. Does the College Offer Self-Financed Programmes?   Yes ☐✓   No ☐x

If yes, how many?   **15**

14. New Programmes Introduced in the College During the Last Five Years if any?

Yes/No	Number
Yes	04

15. List the Departments:

Faculty	Departments	UG	PG	Research
Science	Department of Basic Science	✓	-	X
	Department of Biotechnology	✓	-	X
Language	Department of English	✓	-	X
	Department of Panjabi	✓	✓	X
	Department of Hindi	✓	✓	X
Arts	Department of Humanities	✓	-	X
	Department of History	✓	✓	X
	Department of Sociology	✓	✓	X
	Department of Mathematics	✓	✓	X
	Department of Fashion Designing	✓	✓	X
Commerce	Department of Commerce	✓	✓	X
	Department of Business Administration	✓	✓	X
Computers	Department of Computer Science	✓	✓	X
Any other				

16. Number of Programmes Offered Under (Programme means a degree course like BA, B. Sc, M. A. & M.Com

    (a) Annual system

    (b) Semester system   ---

    (c) Trimester system   **16**

                                   ---

17. Number of Programmes with

    (a) Choice based credit system   **X**

    (b) Inter/Multidisciplinary approach   **X**

    (c) Any other (Specify and Provide details   **X**

18. Does the College Offer UG or PG Programmes in Teacher Education?

    Yes   ☐   No   ☑

    If yes,

    a) Year of introduction of the programme (s) ………… (dd/mm/yyyy) and number of batches that completed the programme ☐

    b) NCTE recognition details (if applicable)

        Notification No: …………………………..

        Date: ………………………........................ (dd/mm/yyyy)

        Validity: ………………….……………….

    c) Is the institution opting for assessment and accreditation of Teacher Education Programme

        Yes   ☐   No   ☐

19. Does the College Offer UG or PG Programme in Physical Education?

    Yes   ☐   No   ☑

    If yes,

a) Year of introduction of the programme (s) …………. (dd/mm/yyyy) and number of batches that completed the programme. ☐

b) NCTE recognition details (if applicable)

Notification No.: ……………………….

Date: ………………………………… (dd/mm/yyyy)

Validity: ………………………………...

c) Is the institution opting for assessment and accreditation Physical Education Programme separately?

Yes ☐   No ☐

20. Number of Teaching and Non-Teaching Positions in the Institution (2016-17)

Positions	Teaching Faculty						Non-teaching Staff		Technical Staff	
	Professor		Associate Professor		Assistant Professor					
	*M	*F	*M	*F	*M	*F	*M	*F	*M	*F
Sanctioned by the State Government	--	--	--	--		**17**	**07**	**02**	**01**	**01**
Recruited	--	--	--	--	--	06	06	01	--	01
Yet to Recruit	--	--	--	--	--	11	01	01	01	--
Sanctioned by the Management					**07**	**68**	**08**	**13**	**02**	**01**
Recruited on Regular Basis					05	32	07	08	01	01
Recruited on Contract Basis					--	05	--	--	--	--
Recruited on Adhoc Basis					02	31	01	05	01	--

* M-Male *F- Female

21. Qualification of the Teaching Staff (2016-17)

Highest Qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent Teachers				03	05	35	43
D.Sc./D.Litt.	-	-	-	-	-	-	-
Ph.D.	-	-	-	01	03	12	16
M. Phil.	-	-	-	01	01	09	11
PG+NET	-	-	-	-	01	14	15
PG	-	-	-	01	-	-	01
Ph. D (Pursuing)	-	-	-		01	06	07
Contract/Adhoc Teachers	-	-	-	-	02	36	38
Ph. D	-	-	-	-	-	-	-
M. Phil.	-	-	-	-	01	15	16
PG+NET	-	-	-	-	-	04	04
PG	-	-	-	-	01	17	18
Ph. D Pursuing	-	-	-	-	-	03	03

22. Number of Visiting Faculty/ Guest Faculty Engaged with the College. | **13**

23. Furnish the Number of the Students Admitted to the College during the Last Four Academic Years.

Categories	2012-13		2013-14		2014-15		2015-16	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	---	230	---	243	---	318	---	427
ST	---	---	---	---	---	---	---	---
OBC	---	185	---	31	---	43	--	167
General	---	1591	---	1971	---	1922	---	1847

Handicapped	---	**01**	---	---	---	---	---	---
Total	---	**2007**	---	**2245**	---	**2283**	---	**2441**

24. Details of Student's Enrollment in the College during the Current Academic Year: (2016-17)

Type of Students	UG	PG	M. Phil.	Ph. D	Total
Students from the same state where the college is located	**1890**	**405**	---	---	**2295**
Students from other states of India	**60**	**15**	---	---	**75**
NRI students	---	---	---	---	---
Foreign Students	---	---	---	---	---
Total					**2370**

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

    a) UG   **19.88 %**

    b) PG   **10.47 %**

26. Unit Cost of Education: (Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled)

    a) Including the salary component   **Rs: 18,155/-**

    b) Excluding the salary component   **Rs: 2480/-**

27. Does the College Offer any Programme/ in Distance Education Mode (DEP)?

    Yes   [ ]   No   [✓]

    If yes,

        a) Is it a registered centre for offering distance education programmes of another university

            Yes   [ ]   No   [ ]

b) Name of the University which has granted such registration

c) Number of Programmes offered

d) Programmes carry the recognition of the distance education council.

Yes [ ]   No [✓]

28. Provide Teacher Student Ratio for each of the Programme/Course Offered:

UG Programmes:								
Name of the Course	BA	B.Com	BBA	B.C.A	B.Sc (F.D.)	B.Sc. (Non-Medical)	B.Sc. (Medical)	B.Sc. (Biotech.)
Teacher-Student Ratio	1:37	1:40	1:18	1:20	1:14	1:25	1:20	1:08

PG Programmes:								
Name of the Course	MA (History)	MA (Hindi)	MA (Punjabi)	MA (Sociology)	M.Com	M.Sc (IT)	M.Sc (Math)	PG Diploma (F.D)
Teacher-Student Ratio	1:40	1:25	1:32	1:50	1:21	1:11	1:31	1:10

29. Is the college Applying for

Accreditation: Cycle 1 [ ]   Cycle 2 [✓]   Cycle 3 [ ]   Cycle 4 [ ]

Re-Assessment: [X]

(Cycle 1 refers to first accreditation and cycle 2, cycle 3 and cycle 4 refers to re-accreditation)

30. Date of Accreditation* (applicable for cycle 2, cycle 3, cycle 4 and re-assessment only)

Cycle 1   : **(31/12/2009)**

Accreditation outcome/Result   : **CGPA of 2.60 on four point Scale at B grade.**

Cycle 2   : …………….. (dd/mm/yyyy)

Accreditation outcome/Result   :

Cycle 3   : …………….. (dd/mm/yyyy)

Accreditation outcome/Result   :

Kindly enclose copy of accreditation certificate (s) and per team reports (s) as an annexure.

31. Number of Working Days During the Last Academic Year: 237

32. Number of Teaching Days During the Last Academic Year: 185

(Teaching days means days on which lectures were engaged excluding the examination days)

33. Date of Establishment of Internal Quality Assurance Cell (IQAC): 09/02/2009

34. Details Regarding Submission of Annual Quality Assurance Reports (AQAR) to NAAC.

AQARs of 2012-13, 2013-14, 2014-15 and 2015-16 have been emailed to NAAC on 26/03/2017.

35. Any Other Relevant Data (not covered above) the College Would Like to Include.

(Do not include Explanatory /descriptive information)

D. Criterion-Wise Inputs

CRITERION- I: CURRICULAR ASPECTS

1.1 CURRICULUM PLANNING AND IMPLEMENTATION

1.1.1 State the vision, mission and objectives of the institution, and describe how these are communicated to the students, teachers, staff and other stakeholders.

VISION

ਵਿਦਿਆ ਵੀਚਾਰੀ ਤਾਂ ਪਰਉਪਕਾਰੀ

(Education, if truly contemplated, makes a man altruistic)

MISSION

To shape young minds through diverse knowledge and skill development programmes and inculcate in them human values, the ideals of social justice and peaceful co-existence, in harmony with Nature and humankind to achieve Guru Nanak's vision of egalitarian society.

OBJECTIVES:

- To promote the socio-economic, cultural, ethical, and scientific consciousness among the students and to enhance their critical and reflective thinking.

- To foster the local needs of the community.

- To promote women's active participation in the society.

COMMUNICATION: The vision, mission and objectives of the institution are vividly stated in the college prospectus and displayed in the college campus. Besides, at the

commencement of every academic session the new entrants are apprised of the same through leaflets and special orientation sessions. At the start of each academic year there are two orientation sessions: for students and staff each. The former comprises of introduction to the faculty, staff, stakeholders, curriculum, hostel, library, rules and regulations, vision, mission and objectives of the institution. The latter comprises of an introduction to individual responsibilities, administrative roles and duties of the staff in light of vision, mission and objectives of the institution.

1.1.2 How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific example(s).

The action plans for effective implementation of the curriculum are developed through teaching plans and time table formulation. Teaching plan is prepared at department level by its faculty members at the beginning of each academic session. Framing of time table is done by the head of each department and approved by Dean, Academic Affairs. It ensures effective implementation of curriculum. The departmental meetings of HOD with faculty members are carried out whereas the meetings of all the teachers in a department with the Principal, and Dean, Academic Affairs are conducted twice a year. Curriculum coverage and its implementation are monitored by the Dean through regular feedback from HODs throughout the session.

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

The curriculum for each course is prescribed by the affiliating university and an academic calendar for its planned implementation is issued. In addition, the university also deputes resource persons for organizing workshops, seminars, conferences for making students acquainted with latest research and methodologies. The college provides very good academic environment for effective teaching learning process. The institution also

inspects laboratories, library and teaching learning practices along with curriculum implementation. Projectors are provided for smart teaching. Apart from classroom teaching, it also conducts various training programmes, workshops, seminars, extension lectures, field visits to supplement teaching learning process. The Institution also encourages and facilitates the teaching faculty to present their research work at various levels i.e. university, national and international level.

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

For effective curriculum delivery, faculty members of each department design a teaching plan and curriculum is covered accordingly. This is further checked by Dean, Academics Affairs and the Principal. Projector facility provided by the institution also helps in effective understanding of curriculum through video lectures, presentations, animations. In addition to the prescribed curriculum, extension lectures on advances in respective fields help in making curriculum delivery more effective. Periodical assessment is also carried out for various programmes by the institution in form of class tests, presentations etc. and examinations on regular intervals.

Institution also has subscription to INFLIBNET for access to various national and international e-journals and e-books.

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

Institution networks and interacts with beneficiaries in effective operationalisation of curriculum through various departments as the students of BBA go for summer internship of 6-8 weeks in banks, business firms, industrial units every year to carry project works. Guest lectures are also organized inviting resource persons from industry, banking and food processing companies. Visits of students to the industries situated in the district are carried out. M.Com. students also undergo industrial training in summer vacation. Visits

of the students to industry are also carried out in addition to lectures by experts from University. Industrial training for students of B.Sc. and PGDFD (Fashion Designing) is also organized each year. Students are also sent to National Board for Higher Mathematics (NBHM) training programme every year. As a mandatory part of the curriculum, the students of B.Sc. (Biotechnology) go for training project of 4 weeks in different institutions. Similarly, other departments also conduct extension lectures by experts for effective operationlisation of curriculum.

1.1.6 What are the contributions of the institution and/or its staff members to the development of the curriculum by the University?(number of staff members/departments represented on the Board of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.

The institution contributes indirectly in the development of the curriculum by the affiliating university through its staff members. Four Departments are represented on Board of Studies of the affiliating university. Student and teacher feedback is taken on regular basis and the same is conveyed to the university.

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

Keeping in mind the needs of local people, according to the demands of the market, to make the learner self dependent, skilled for market/self employment the institution has started certificate courses in Cooking and Baking, Food Preservation, Cutting and Stitching, Art and Craft, Printing and Dying, English Speaking, Basics of Computer and Internet, and Mathematics for Competitive examinations. The curriculum for these enrichment courses has been developed by the concerned departments.

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

Institution analyzes that the stated objectives of curriculum are achieved in course of implementation through regular follow up. For this, there are regular meetings conducted in the respective departments by HODs. In addition to this, departmental meetings are conducted by Dean Academic Affairs, and the Principal. These meetings ensure effective and timely implementation of curriculum as well as they help in having an understanding that the stated objectives of curriculum are achieved. Intra class competitions are also conducted by various departments to analyze the in-depth understanding of students. Department of Basic Sciences conducts NGPE (NATIONAL GRADUATE PHYSICS EXAMINATION, organized by IAPT) to analyze and ensure in-depth understanding of the subject in addition to exposure to competitive examinations. In addition to this, the results of individual faculty members and departments are also reviewed in order to analyze the accomplishment of stated objectives.

1.2 ACADEMIC FLEXIBILITY

1.2.1 Specifying the goals and objectives, give details of the certificate/diploma/ skill development courses etc., offered by the institution.

With an aim to develop skill, make youth employment ready, promote them for higher education and research in their respective areas of interest various programmes are offered by the Institution. These programmes make the youth market oriented and enhance their skills which have practical utility for job and self employment. This elevates the quality of graduates. Following is the list of all the academic programmes offered by the Institution:

UG Programmes:
1) B.A. (with 16 optional subjects)
2) B.Sc. (Medical)
3) B.Sc. (Non-Medical)

4) B.Sc. (Fashion Designing)

5) B.Sc. Honors (Biotech)

6) B.Com.

7) B.B.A.

8) B.C.A.

PG Programmes:

1) M.A. Hindi

2) M.A. History

3) M.A. Punjabi

4) M.A. Sociology

5) M.Com.

6) M.Sc. IT

7) M.Sc. Mathematics

Post Graduate Diploma:

1) Post Graduate Diploma in Fashion Designing

Dual Degree Programmes:

1) **Certifiatce in:**

- Journalism

- Fashion Designing

- Information Technology

- Communicative English

2) **Diploma in:**

- Journalism

- Fashion Designing

- Information Technology

- Communicative English

3) **Advanced Diploma in:**
   - Journalism
   - Fashion Designing
   - Information Technology
   - Communicative English

Short Term Courses in:

1) Certificate course in Cooking and Baking
2) Certificate course in Food Preservation
3) Certificate course in Cutting and stitching
4) Certificate course in Printing and Dying
5) Certificate course in Art and Craft
6) Certificate course in English Speaking
7) Certificate course in Basics of Computer and Internet
8) Certificate course in Mathematics for Competitive exams.

1.2.2 Does the institution offer programmes that facilitate twinning /dual degree? If 'yes', give details.

Yes, the institution offers Four Dual Degree Programmes;

a) Certificate, Diploma and Advanced Diploma in Journalism
b) Certificate, Diploma and Advanced Diploma in Fashion Designing
c) Certificate, Diploma and Advanced Diploma in Information Technology
d) Certificate, Diploma and Advanced Diploma in Communicative English

Students can choose any of the courses with their main degree programmes. Certificate is awarded after completion of one year in the course, likewise Diploma is awarded after two years and Advanced Diploma is awarded after completion of three years, to the students.

1.2.3 Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies and improved potential for employability. Issues may cover the following and beyond:

• **Range of Core / Elective options offered by the University and those opted by the college**

• **Choice Based Credit System and range of subject options**

• **Courses offered in modular form**

• **Credit transfer and accumulation facility**

• **Lateral and vertical mobility within and across programmes and courses**

• **Enrichment courses**

Academic flexibility in terms of faculties, subjects and duration is being provided to the students by offering 8 UG, 7 PG, 1 PG Diploma, 4 Dual Degree and 8 Modular/Short Term courses. Apart from this 16 optional subjects are on offer for BA programme i.e.

1. Elective Punjabi

2. Elective Hindi

3. Elective English

4. History

5. Mathematics

6. Home Science

7. Philosophy

8. Functional English

9. Computer Science

10. Geography

11. Sociology

12. Physical Education

13. Music (Vocal)

14. Music (Instrumental)

15. Economics

16. Political Science

Knowledge based courses help the students for progression in higher studies. Courses in Commerce, Business Administration and Fashion Designing expose students to market oriented activities thus further enhancing their chances of employability. The main aim of short term courses is skill development as per needs of society so they are designed and developed at fundamental level while keeping in mind their application in day to day life.

1.2.4 Does the institution offer self-financed programmes? If 'yes', list them and indicate how they differ from other programmes, with reference to admission, curriculum, fee structure, teacher qualification, salary etc.

Yes, the institution offers the self financed programmes. 15 academic programmes and courses mentioned in 1.2.1 are self financed except B.A,

The self financed programmes are similar to financed ones in terms of admission, curriculum (prescribed by the University), fee structure (formulated by the Institution), teacher qualification and salary (as per UGC/State rules) except for enrichment courses (discussed in Section 1.1.7).

1.2.5 Does the college provide additional skill oriented programmes, relevant to regional and global employment markets? If 'yes' provide details of such programme and the beneficiaries.

Yes, the college provides additional skill oriented courses in the form of Modular Courses, relevant to regional and global employment markets. These short term courses offered by the institution are as below:

1. Certificate Course in Cooking and Baking
2. Certificate Course in Food Preservation
3. Certificate Course in Cutting and Stitching
4. Certificate Course in Printing and Dying
5. Certificate Course in Art and Craft
6. Certificate Course in English Speaking
7. Certificate Course in Basics of Computer and Internet
8. Certificate Course in Mathematics for Competitive examinations.

These courses are run at institution level. From curriculum designing to evaluation the entire process is done by the faculty from the concerned department of the institution. Curriculum designing is done keeping in mind the local needs, the demands of market and to make the learners self dependent, skilled, ready for self employment. Since main aim of these courses is skill development so they are designed and developed at fundamental level while keeping in mind their application in day to day life. The fee structure of these courses is also designed such as to be easily affordable. Moreover, the short term courses offered are open to learners of all age groups.

1.2.6 Does the University provide for the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the courses/combination of their choice" If 'yes', how does the institution take advantage of such provision for the benefit of students?

No, the university does not provide any flexibility of combining the conventional face-to-face and distance mode of education for students to choose the courses/combination of their choice.

1.3 CURRICULUM ENRICHMENT

1.3.1 Describe the efforts made by the institution to supplement the University's Curriculum to ensure that the academic programmes and Institution's goals and objectives are integrated?

The institution frequently conducts extension lectures in various disciplines to ensure that the academic programmes and the institution's goals and objectives are integrated. Theme based tutorials are conducted periodically in the institution to acquaint students with goals and objectives and inculcate moral values and self discipline in them in addition to regular curriculum. Teaching content is also supplemented with video lectures, animations, data analysis and presentations from the internet to supplement the existing curriculum. Seminars, conferences and workshops are also conducted which supplement the university's curriculum and ensure that the academic programmes and institution's goals and objectives are integrated.

Apart from this, *Gurmat Sabha*, a separate cell is established in institution for promoting moral and ethical values among the students. It conducts a value added correspondence course and moral value examinations to inculcate moral and ethical values to achieve Guru Nanak Dev ji's vision of egalitarian society.

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

In order to enrich and organize the curriculum, numerous activities are carried out by various departments of the institution throughout the year. These include field trips, industry visits, and training programmes. Guest lectures are organized by the institution regularly in which experts from universities, industry, banking, food processing units are invited. Visits of students to various industries situated in the district are carried out by the concerned departments.

Industrial training is also organized by some departments such as Commerce, Management, and Fashion Designing to keep the students abreast with the needs of the dynamic employment market. Department of Basic Sciences also conducts visits to botanical garden, fisheries, science city, and thermal plant to enhance the academic experiences of the students. Department of Fashion Designing conducts fashion shows and exhibitions of the various items designed by students, which provides a platform to students to showcase their talent in addition to the curriculum enrichment. Similarly, Department of Home Science also conducts workshops and competitions regarding baking, rakhi making, rangoli, and envelope making to enhance the experiences of students. Department of English goes for staging of the plays, and screening of films based on literary works included in the curriculum, along with the competitions in creative writing, and caption contests to elevate confidence level of students and for increasing the language proficiency.

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

Efforts are made by the institution to integrate cross cutting issues into curriculum through various societies, clubs and associations as:

1) **Red Ribbon Club:** This program comes under youth welfare services. The main aim of this club is to give students extensive knowledge about fatal diseases like AIDS, HIV, and Cancer.

2) *Nanhi Chhaan* **Cell:** Launching a crusade against female feticide and deforestation, the college has established a 'Nanhi Chhaan Cell' which functions actively by organizing seminars, extension lectures, rallies and tree plantation drives. The cell has been highlighting crucial issues like gender discrimination and girl education as well as safety of environment.

3) **Anti women harassment cell:** This cell makes students aware of human rights and encourages them to raise their voice against any injustice, harassment or violence inflicted on them.

4) **Legal Literacy Club:** The college strives to make the students aware of their legal and constitutional rights, and raise voice against domestic violence. This club has been established with the help of District Legal Services Aid Authority, Muktsar at the college level.

5) **NSS:** Two N.S.S. units with 100 volunteers allotted in each have been functioning in the college. These units aim at personality development, comradeship, discipline, leadership, secular outlook, dignity of labor and ideals of selfless service among the youth.

6) **NCC:** The college has two units of NCC, with 54 cadets allotted in each unit, aiming to create human resource of organized, trained and motivated youth, always available for the service of the nation.

7) **Earn While Learn Scheme:** This scheme is an attempt to cater to the needs of economically weak students and to develop professional skills among them. Paid working hours are offered to students within the campus in various areas like library, PCO booth, general store, accounts section, for teaching the slow learners, and maintaining the common room. Apprenticeship in these fields helps them in earning their livelihood after they complete their course.

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

- **moral and ethical values**

- **employable and life skills**

- **better career options**

- **community orientation**

To promote moral and ethical values among the students, the college has designated a faculty member as Dean, Religious Affairs and has established a cell Gurmat Sabha that conducts various activities forwarding the humanitarian philosophy of the religion. The different value added programmes and moral education examinations conducted by this cell are as follows:

1) *Sikh Dharam Adhiain Pattar Vihar Course*: It is a two year correspondence course conducted by Directorate, *Dharam Prachar* Committee, SGPC, Sri Amritsar.

2) *Dharmik Vazifa Parikhya*: *Dharam Prachar* Committee, SGPC, Sri Amritsar, conducts an examination about Sikh history and religion and gives scholarships to the students. Gurmat Sabha provides study material and coaching to the students for this examination resulting in inculcating moral values and ethics in them.

3) *Naitik Sikhya Imtihaan*: Guru Gobind Singh Study Circle, Ludhiana, conducts this examination imparting moral and ethical values among the students.

4) *Dharmik Prikhya*: This examination is conducted by Sikh Missionary College, Ludhiana.

In addition to the above mentioned courses, the institution has two NCC units, two NSS units and other such clubs aiming at holistic development of students by inculcating in them moral and ethical values, life skills, and an orientation of the needs of the community.

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

Short term courses have been introduced and designed on the basis of feedback from students. Dean, Academic Affairs, takes timely feedback from stakeholders in enriching the curriculum.

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

The college has designated one faculty member as the incharge of all the Short term courses who monitors the admission, curriculum design, and completion of the courses. Emphasis is laid on the hands-on experience. The quality of enrichment programmes is monitored by checking the skills of the learner at the end of the programme.

1.4 FEEDBACK SYSTEM

1.4.1 What are the contributions of the institution in the design and development of the curriculum prepared by the University?

The affiliating university designs curriculum of all the academic programmers through UG, PG Board of Studies and Academic Council. The members of these bodies are elected by the members of the senate of the affiliating university. Four departments of the college were represented in the UG board of studies.

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

Feedback from students and stakeholders on curriculum is taken by Dean, Academic Affairs through HODs which is further conveyed to the Principal and the members of Board of Studies. This feedback is communicated to the university for curriculum enrichment and introducing changes/new programmes.

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

Four new courses B. Sc (Medical), B. Sc (Fashion designing), B. Sc. (Computer Science) and M. Com. have been started during the period 2011-12 to 2015-16. The introduction of these courses was in response to the demand of the students for the same.

CRITERION- II: TEACHING LEARNING AND EVALUATION

2.1 STUDENT ENROLMENT AND PROFILE

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

To publicize academic programmes, fee structure, student support systems, facilities available, the college publishes two prospectuses one for humanities programmes and one for professional and skill based programmes. The College website www.gncmkt.ac.in provides the detailed information about all the aspects of the institute.

Apart from this, advertisements in vernacular and English dailies are provided in general and in special supplements like Republic Day, Independence Day, Punjab Day etc. also.

Vans transporting the students from far flung areas also constitute a major part of the publicity process as the banners placed on the vans disseminate the necessary information regarding the admission process.

Pamphlets and Leaflets are distributed through Newspapers and at '*Maghi Mela*' which has been commemorated in the memories of *Chali Muktas* every year in which more than Half Million people congregate. Billboards have been placed at the key places of the city.

Transparency in the admission Process has been maintained by constituting separate admission committees for different programmes. Two senior teachers are appointed to coordinate the admission process and to ensure the adherence to the rules and guidelines prescribed by the affiliating university and the state government.

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

Admission to all the programmes is done by following the guidelines of the affiliating university.

2.1.3 Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college and provide comparison with other colleges of the affiliating university within the city/district.

Minimum and Maximum %age of marks for admission at entry level:

Under Graduate Courses			
Sr. No	Name of Course	Minimum Marks at Entry level	Maximum Marks at Entry Level
1.	B.A.	35%	94%
2.	B.Sc. (Non-Medical)	60%	96%
3.	B.Sc.(Medical)	65%	94%
4.	B.Sc. (Fashion-Designing)	60%	92%
5.	B.B.A.	63%	88%
6.	B.Com.	52%	91%
7.	B.Sc. Honors (Biotechnology)	50%	83%
8.	B.C.A.	61%	78.4%
Post- Graduate Courses			
1.	M.A. (Punjabi)	50%	80%
2.	M.A. (Hindi)	47%	74.6%
3.	M.A. (History)	52%	71%
4.	M.A. (Sociology)	50%	72%
5.	M.Sc. (I.T.)	68.5%	81%
6.	M.Com.	50%	72%
7.	M.Sc Mathematics	60%	85%
Diploma Courses			
1.	P.G. Diploma (In Fashion Designing)	50%	70%

In Comparison to other institutes, the students and parents prefer our college for quality education, infrastructural facilities and student support systems. A comparison of admission in all the academic programmes is not possible as ours is the only girls college situated in the city and secondly, none of the other institutes are providing the same programmes barring one or two under graduate courses.

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

Admission to all the academic programmes is monitored by the Principal with the help of two coordinators and incharges of different admission committees daily during the admission days on the basis of number of students admitted in each course, total fee remitted, and highest marks of students to provide them financial assistance for each course.

After the admission process is over, a review of the same is done and a comparison is made with previous years on the basis of students admitted in each course, in sports, and SC/BC/minority community, and brilliant student categories, and total amount of fee concessions granted to the students. The review of admission process has been highly fruitful as number of students is increasing every year.

2.1.5 Reflecting on the strategies adopted to increase/improve access for the following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate / reflect the National commitment to diversity and inclusion

* SC/ST
* Differently abled
* Women
* OBC
* Economically Weaker section

* Minority community

* Any Other

To improve the access of the SC/BC/minority community/physically challenged students to higher education, the college follows the rules and regulations laid down by the affiliating university, and the state and central government.

At institutional level, the college has designated a faculty member as Dean, Students' Welfare to procure various financial assistance programmes offered by the government, the affiliating university and other organizations for these students resulting in their increasing strength in the college.

The founders of the institute aimed at empowering the womenfolk by providing quality education, and the institute is striving towards the same aim. Hence, to increase access a fleet of 50 vans provide transport facility, financial assistance by the management and government schemes like **Single Girl Child** are being provided.

The students belonging to e**conomically weaker sections** of society are supported with fee concessions and free books. Some of the faculty members, on personal level, also pay fees of some poor students as well as assist them in studies. The college also has, for such students, a provision of the payment of the fees in installments. (For more details see 7.3.1 Best Practice 2)

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

The number of students, in the college, is increasing every year with the increase in the infrastructural facilities and the courses offered.

Details of Demand Ratio of courses at entry level:

Class	Session	Number of application Received	Number of students admitted	Demand ratio
B.A	2012-13	513	512	1.00
	2013-14	491	470	1.04
	2014-15	527	464	1.13
	2015-16	539	485	1.11
B.Sc.(N.M.)	2012-13	91	90	1.01
	2013-14	102	90	1.13
	2014-15	87	87	1.00
	2015-16	78	78	1.00
B.Sc.(M)	2012-13	20	19	1.05
	2013-14	39	33	1.18
	2014-15	30	30	1.00
	2015-16	33	33	1.00
B.Com.	2012-13	51	50	1.02
	2013-14	67	63	1.06
	2014-15	71	71	1.00
	2015-16	65	65	1.00
B.Sc.(F.D)	2012-13	12	10	1.20
	2013-14	20	16	1.25
	2014-15	22	22	1.00
	2015-16	28	28	1.00
B.C.A	2012-13	54	54	1.00
	2013-14	55	47	1.17
	2014-15	46	46	1.00
	2015-16	32	59	1.00

	2012-13	11	10	1.10
B.Sc(Biotech)	2013-14	15	11	1.36
	2014-15	14	14	1.00
	2015-16	15	15	1.00
	2012-13	20	20	1.00
	2013-14	15	10	1.50
B.B.A	2014-15	25	25	1.00
	2015-16	29	28	1.03
	2012-13	37	37	1.00
	2013-14	42	41	1.02
M.A.(Pbi)	2014-15	39	38	1.01
	2015-16	35	35	1.01
	2012-13	25	25	1.00
	2013-14	34	32	1.06
M.A(Hindi)	2014-15	22	22	1.00
	2015-16	25	25	1.00
	2012-13	23	23	1.00
	2013-14	28	21	1.33
M.A.(His.)	2014-15	45	45	1.00
	2015-16	51	51	1.00
M.A(Soc.)	2012-13	35	35	1.00
	2013-14	45	41	1.09
	2014-15	37	37	1.00
	2015-16	71	71	1.00
M.Sc.(IT)	2012-13	16	16	1.00

	2013-14	15	10	1.50
	2014-15	17	12	1.41
	2015-16	12	12	1.00
M.Com.	2012-13	16	16	1.00
	2013-14	20	15	1.33
	2014-15	19	19	1.00
	2015-16	23	23	1.00
M.Sc.(Maths)	2012-13	16	16	1.00
	2013-14	15	12	1.25
	2014-15	34	34	1.00
	2015-16	70	70	1.00
PGDFD	2013-14	10	10	1.00
	2014-15	10	10	1.00
	2015-16	10	10	1.00

2.2 CATERING TO STUDENT DIVERSITY

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

The institute adheres to all the rules and regulations laid down by the state/central government regarding admission, fee-concessions and scholarships for differently-abled students.

In the recent constructions in the campus, an attempt is being made to cater the needs of differently-abled students. As the college library is situated on the first floor, its staff has special instructions to provide these students the services of the library on the ground floor.

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

Yes, the college assesses the students' needs in terms of knowledge and skills before the commencement of the programme. During admission, admission committees hold discussions with the students and their guardians/parents regarding their interest and guide them in taking academic programmes and Elective subjects in BA course.

After the commencement of the course, fifteen days period is provided to students to change their subject combinations and even stream of their areas of interest as teachers play a significant role in opting for right combination or course.

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

The institute provides bridge courses to the students of BCA 1st semester for Mathematics, in B.Com 1st semester for Commerce and in B.Sc. Honors (Biotechnology) 1st semester for Biotechnology.

In M.A. History, the syllabus of first semester has been formulated as a bridge course by the affiliating university to cope with the programme.

Teachers provide the students with the study materials, extra teaching time whenever possible and counsel these students to cop up the pressures of new courses.

2.2.4 How does the college sensitize its staff and students on the issues such as gender, inclusion, environment etc.?

The college organizes various seminars, extension lectures on social issues like on female feticide, gender ratio etc. The NSS unit of the college sensitizes students on various socio-cultural issues. The chief motive of Legal literacy cell is to make the students

aware of their legal and constitutional rights, so that domestic violence against the women can be stopped to some extent.

The aim of NCC unit is to train the youth into an organized, trained and motivated human resourc available for the service of the nation. Women Anti-Harassment Cell and Nanhi Chhaan Cell have been formed by the college to fight the evils of female feticide, and deforestation.

These cells are actively participating in organizing various seminars, special lectures, rallies, tree plantation etc. in collaboration with various NGOs. The college also distributes plants to students as well as to faculty members on the World environment Day to encourage them to keep the environment neat, clean and green.

Gurmat Sabha cell has been established by the college to make students aware of our rich religious heritage. College also organizes extension lectures on moral values. On current social topics, inter class competitions in debate, declamation, poster making are held from time to time.

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

Institution identifies the advanced learners by taking feedback from the faculty members through the heads of the departments. It responds to the needs of the advanced learners by taking following steps:

- Special books of advance level are recommended and procured in the library.
- In college library free Internet facility is provided to them.
- Free access to e-journals and e-books in college library.
- Special coaching sessions are arranged for them.
- Advanced learners are also honoured on annual prize distribution function.

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

The office of the Registrar, House Examinations collects the data and information on the academic performance of the students through class tests, term tests and discussions with head of the departments. Such data is used to conduct remedial classes, special tests and organize motivational lectures for them.

Financial assistance is also provided through government and private agencies to SC, OBC, meritorious, minority community students. The students who are needy but do not fall in these categories are provided financial support by the institute.

2.3 TEACHING-LEARNING PROCESS

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

The College plans the teaching – learning and evaluations schedules by following the academic calendar of the affiliating university. The academic calendar contains the details of the admission schedule, commencement of classes, details about monthly tests, tutorial group meetings, tentative schedule of extra-curricular activities, house examinations, mid semester examinations (for semester classes), special house test and details about autumn, winter and summer break, preparatory holidays, and university examinations (practical and theory).

The college time-table committee prepares teaching schedule for the session. The teaching is planned in three terms from July to September (autumn break), October to December (winter break) January to April (university examination and summer break) for annual system. For semester system, the teaching plans are prepared accordingly.

The college follows the process of continuous evaluation which includes monthly tests, mid semester examinations, house examinations, assignments, written tests, oral tests, group discussions, presentations, seminars and university examinations. After evaluating the answer sheets of mid semester examinations and house examinations, the teachers submit the award lists and answer sheets to the examination branch. The semester/annual examinations are conducted and evaluated by the university.

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

Dean, Academic Affairs, as a significant part of IQAC, plays an important role in making the teaching learning process more efficient and effective. It helps in planning and executing various academic activities of the college in the beginning of an academic session and reviews the same in the departmental meetings. It also motivates the teachers to make greater use of information technology which would contribute to improve the teaching – learning process. It also conducts tutorials meetings, keeps the record of student absentee, student's results and departmental workload for a smooth teaching learning process.

Registrar of the college plans and conducts house examination, keeps the record of student awards and internal assessment.

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

To make learning more student-centric, the following methods have been adopted by the faculty:

Interactive learning
The institute has adequate spaces for students to take classes and department offices provide scope to the students to interact with teachers after teaching hours.

Collaborative Learning

Learning is made more student-centric by the use of computers, projectors, smart classrooms, laboratories, through group discussions, seminars, quizzes, various competitions like model demonstration, poster making and presentations, debate and declamation etc. and by assigning topics to students on which they make presentations. Guest lectures by subject experts are held to enhance and supplement their knowledge.

Independent Learning

The library, departmental book banks and e-resources like INFLIBNET help greatly in developing the skills of independent learning among the students. Students' participation in book exhibitions also promotes independent learning among them.

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

Institution organizes various seminars, extension lectures, skill development programmes and workshops for the students. They get knowledge from the experts of different fields. To promote creativity among the students, the college organizes various competitions and functions e.g. quiz competitions, mehndi competition, rangoli completion, poster making, model making, science fair, book fair and fashion show etc. The student council of the college also plays a very active role in organizing various activities in the college throughout the year.

The college library subscribes 61periodicals and 13 newspapers for the students. Industrial trainings, visits to book exhibitions, educational tours and trips are also organized for the students.

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

The facility of INFLIBNET helps the staff and the students to have access to e-journals, e-books and e-articles. Interactive classrooms; computer, language, fashion designing and science laboratories; and the library further assist effective teaching. PG Department of Commerce used e-learning resource e-pgpathshala under national mission on education of MHRD. Video lectures from NPTEL are used by Department of Mathematics of our college. Department of Fashion Designing used various open educational resources and videos for practical purposes.

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

- Seminars, extension lectures, workshops are organized by all the departments of the college. Resource persons of National repute are invited to enhance the knowledge and skills among the students and faculty members.
- Educational visit for the students are organized by different departments e.g. industrial visit by the Departments of Commerce and Business Management, visits to historical places by Department of History, visit to botanical gardens, fisheries, science city by Department of Basic Sciences, visits to news paper offices and T.V. station by Departments of Journalism and English.
- The college library is well stocked with reference books, journals, magazines and e- resources.
- The members of teaching faculty regularly attend UGC sponsored refresher and orientation courses at different universities.

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

Academic support

The heads of different departments along with the subject teacher supervise the academic progress of the students in the respective subjects. The academic performance of the students is regularly monitored. Remedial classes are arranged for the academically weaker students. The college library has a book bank to help the needy and meritorious students by lending text books for the whole academic session.

Personal and psycho-social support

Every teacher is a psychological support of the students. Wherever required, counseling is done by the teacher. Women Anti-Harassment Cell and Student Grievance Redressal Cell are also there to support the students. Professional counseling, mentoring and academic advice services are provided to students through Career Guidance Cell. It guides the students, according to their aptitude and capabilities, for higher studies and job opportunities in different fields.

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

Our faculty members always think of adopting latest teaching approaches/methods in order to get desired outcomes. This makes the teaching learning process much interesting as well as more effective. The teachers of all the departments are using interactive method of teaching. The faculty uses chalk and talk as the primary method of teaching. Practical/laboratory work is also an integral part of all science/practical courses. Physical models are employed to demonstrate and explain various principles in subjects like Physics, Mathematics, Chemistry, Functional English, Home Science, etc. In other subjects like Zoology and Botany, samples and specimens are extensively used. The use of charts, models, samples and specimens makes the process of Teaching – Learning more interesting and interactive.

Project based learning is followed by the BCA/ PGDCA/ M.SC. (IT)/ B.Com/ M.Com. /M.A. (Sociology)/B.A. (Home Science) students. Some of the faculty members use audio-visual teaching aids like PPT's, Charts, and Maps. Audio tools coupled with Computers and software tools are also used to train students in the areas of spoken English and communication skills. The students of Social Sciences are exposed to practical knowledge through visits, guided study tours and interactions with academicians. The films based on literary, dramas and novels are also used as teaching method by the language departments.

To the teachers who go for innovative teaching approaches and practices, the administration provides an encouraging environment and the needed infrastructure. For instance, the teachers from Department of English planned to start staging dramas from the syllabus after making necessary changes in the script; and they were provided with a computer system and printer to get the script ready for all the students-actors, and the time and space for the rehearsals along with the opportunity of staging the drama before the whole of the teaching faculty.

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

The college owns a spacious library with conducive environment for study. It has 13 Dailies, 61periodicals, 31,35,000 E-books, 6,000 E-journals and Data Base through INFLIBNET and a number of periodicals. Newspapers and use of Internet helps the students to keep track of the latest advancements in a particular field. The library purchases new books and magazines on regular basis, according to new syllabi needs. It also has facilities like Xerox/reprography.

Library is divided in reference section, periodical section, stack room, circulation section and separate reading areas for staff and students. There are two reading halls in the library for the students, one is in the outer section where student can sit with their personal books and second is in the inner section, where they can browse books from the library.

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

No, Institution completes the curriculum within the planned time frame and calendar.

2.3.11. How does the institution monitor and evaluate the quality of teaching-learning?

Institution monitors and evaluates the quality of teaching learning through Internal Quality assurance cell (IQAC), which collects feedback from all stakeholders, On the basis of that feedback, institute monitor and evaluate the quality of teaching learning. Also the quality of teaching learning is monitored by analyzing the results of House and University Examinations. This exercise of monitoring and evaluating the performance has improved the pass percentage of the students as compared to the university results. The number of merit positions of the college has also increased. Any grievance regarding teaching learning is addressed through Grievance Redressal Cell to improve the quality of teaching learning.

2.4 TEACHER QUALITY

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

Recruitments of the teachers are made through the Directorate of Education, SGPC, in accordance with the rules and regulations of the affiliating university, the State government, and UGC, New Delhi. Vacant posts are advertised in national dailies and are put on the website of the directorate office. Interviews are conducted in the office of the Directorate at Chandigarh, in which the Director, Directorate of Education; representatives of the Punjab Govt. and subject experts and VC nominee of the affiliating University take part.

If need arises, teachers as Guest faculty are arranged at the local level but sanction for the same is also taken from the Directorate of education, Chandigarh and Secretary Education, SGPC, Sri Amritsar.

Sixth pay scale recommended by UGC, study leave, casual leave, maternity leave, earned leave etc. are being provided to the teachers.

For the outstation staff members, the college has a Faculty House with mess facility from the college hostel.

Highest qualification	Professors		Associate Professors		Assistant Professors		Total
	Male	**Female**	**Male**	**Female**	**Male**	**Female**	
Permanent Teachers:	-	-	-	**03**	**05**	**35**	**43**
D.Sc./D.Litt.	-	-	-	-	-	-	-
Ph.D.	-	-	-	**01**	**03**	**12**	**16**
M. Phil	-	-	-	**01**	**01**	**09**	**11**
PG+NET	-	-	-	-	**01**	**14**	**15**
PG	-	-	-	**01**	-	-	**01**
Ph. D pursuing	-	-	-	-	01	06	07
Temporary/ Part-time teachers:	-	-	-	-	**02**	**36**	**38**
D.Sc./D.Litt.	-	-	-	-	-	-	-
Ph.D.	-	-	-	-	-	-	-
M. Phil				-	**01**	**15**	**16**
PG+NET	-	-	-	-	-	**04**	**04**
PG	-	-	-	-	**01**	**17**	**18**
Ph. D pursuing	-	-	-	-	-	03	03

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

The institute has sufficient and well qualified faculty for the existing academic programmes and appoints qualified faculty for the new academic programmes whenever introduced.

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

a) Nomination to Staff Development Programmes:

Academic Staff Development Programme	Number of faculty nominated
Refresher Courses	17
Orientation Programmes	18
Short term courses	05

b) Faculty Training Programmes organized by the college:

Department of Computer Science in the college organizes special workshops to teach the use of MS-Office, and internet to the staff of the college. The schedule and content of the classes is adjusted according to the needs of the members taking the classes. Often, in the meetings held by Dean, Academic Affairs, there are elaborate discussions on the significance of proper documentation of the

significant aspects related with teaching-learning, research etc. These meetings also serve as the training sessions for the faculty.

c) Percentage of Faculty:

- Invited as Resource Persons/Subject Expert   **: 29%** (24/81)

- Participated in seminars/workshops/conferences   **: 32%** (26/81)

- Presented papers in seminars/workshops/conferences   **: 42%** (40/81)

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

Our management provides financial assistance and sanctions duty leave to the faculty members to attend/present papers in national/international seminars/workshops/ conferences and also give study leave to the staff members to pursue research.

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

Dr. Jasjeet Kaur received a certificate of appreciation by the District Education Office, Muktsar on Teacher Day on 5th September, 2015. Five of the teaching staff of the college are on the Board of Studies of the affiliating/other university. Eleven teachers of the college have visited different institution in the neighbourhood in the capacity of resource persons/subject experts.

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

The institute has not introduced evaluation of teachers by the external peers. However, the college obtains feedback from the students through the feedback proforma and the suggestion boxes placed for purpose.

2.5 EVALUATION PROCESS AND REFORMS

2.5.1 How does institute ensure that stakeholders of the institution especially Students and faculty are aware of the evaluation process?

The Registrar, House Examinations ensures that faculty and students are aware of the evaluation reforms and processes of the institute and the affiliating university. The evaluation methods are communicated to the students through prospectuses, in which details regarding house tests, internal assessments and university rules are given, which makes the evaluation process transparent to the students.

Time to time notice on information boards, class room announcements, class tests, assignments, interactive sessions and group discussions also acquaint the student with the evaluation process. Parent-teacher meetings are annually organized by each department of the college to inform the parents regarding academic growth of their wards. Faculty members are guided by the HOD/Dean, Academic Affairs/Principal of the college through departmental meetings and circulars.

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

a) **Major Evaluation reforms of the University;**

- Semester system has been introduced by the university for all UG and PG programs.

- External superintendent and external/internal invigilation staff to conduct the university examinations.
- External examiners to conduct practical examination in practical subjects like Physics, Chemistry, Botany, Zoology, Physical Education, Music, Commerce, Geography, Functional English etc. But, from the session 2014-15, practical examinations are conducted by the college staff as per the guidelines of the affiliating university.
- Spot Evaluation is also another step for fair evaluation of answer books.
- Re-evaluation and rechecking of answer books also helps in fair evaluation.

b) **Evaluation reforms of the College;**

- The answer sheets of September and December tests are evaluated by the faculty members and are showed to the students and question paper is discussed with the students in the class, so that they can be assured of a fair evaluation.
- Class attendance and behavior, lab attendance (for practical subjects), participation in curricular and co-curricular activities, assignments and project works are considered for internal assessment.
- Extra classes and tests are conducted by the departments for slow learners and encourage them to do better in next tests.

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

Institute has Registrar office that looks after the House Examinations and ensures implementation of evaluation reforms initiated by the Institution and the Affiliating University.

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

The Registrar Office is responsible for conducting the House examination and complete record is maintained by this Office. The college adopts both formative and summative approaches for evaluation.

Formative Assessment For classes following the semester system, mid semester test and for the classes following the annual system, two term tests are held. Students are also assessed through class test, assignments, quizzes, group discussions, and departmental Activities during the course,

Summative Assessment The university annual/semester examination is the summative assessment.

Details of University Positions During the last Four years:

Session: 2013-2014

Sr. No.	Name of Student	Course/Class	University Roll No.	University Position
1.	Monika Rani d/o Sri Sohan Lal	B.A-I	16313000246	9th
2.	Swati d/o Shri Sanjeev Kumar	B.Sc-I (N.M)	16313000688	2nd
3.	Damajot Kaur d/o S. Sikander Singh	B.Sc(F.D)-I	09-EZ-5510	Ist
4.	Simran Bhatia d/o S. Gurbaksh Singh	B.Sc.-II (Biotech)	16312000733	4th
5.	Mandeep Kaur d/o S. Sukhwant Singh	B.Sc.-II (Biotech)	16312000730	7th

Session: 2014-15

Sr. No.	Name of Student	Course/Class	University Roll No.	University Position
1.	Monika Rani d/o Shri Sohan Lal	B.A-II	16313000246	8th
2.	Simran Bhatia d/o S. Gurbaksh Singh	B.Sc.-III (Biotech)	16312000733	2nd
3.	Harleen Kaur d/o S. Sarabjit Singh	B.Sc.-III (Biotech)	1631300699	9th
4.	Mandeep Kaur d/o S. Sukhwant Singh	B.Sc.-III (Biotech)	16312000730	5th
5.	Swati d/o Shri Sanjeev Kumar	B.Sc-II (N.M)	16313000688	4th

Session: 2015-16

Sr. No.	Name of Student	Course/Class	University Roll No.	University Position
1.	Parminder Kaur d/o S. Balbeer Singh	B.Sc.(F.D)-II Sem-III	14040843	4th
2.	Ravneet Kaur d/o S. Sukhjeet Singh	PGDFD Sem.-I	31979	2nd
3.	Samandeep Kaur d/o S. Ravinder Singh	B.Sc.(F.D)-I Sem.-II	15041906	5th

4.	Charanjeet Kaur d/o S. Gurmeet Singh	B.Sc.(F.D)-I Sem.-II	15041883	8th
5.	Parminder Kaur d/o S. Balbeer Singh	B.Sc.(F.D)-I Sem.-IV	14040843	10th
6.	Sapinder Kaur d/o S. Manpreet Singh	B.Sc-III	971	3rd
7.	Ravneet Kaur d/o S. Sukhjeet Singh	PGDFD Sem.-II	31979	Ist
8.	Kiranjeet Kaur d/o S. Kirpal Singh	PGDFD Sem.-II	31974	2nd
9.	Swati d/o Shri Sanjeev Kumar	B.Sc-III (N.M)	16313000688	6th
10.	Jaspreet Kaur d/o S. Baltej Singh	B.Sc-II (N.M) Sem.-II	15067735	2nd
11.	Jyoti Bala d/o Shri Sanjeev Kumar	B.Sc-II (N.M) Sem.-II	15067739	8th
12.	Amandeep Kaur d/o S. Gurjant Singh	M.A.(Sociology) Sem.-II	40772	10th
13.	Mandeep Kaur d/o S. Satveer Singh	M.A.(Sociology) Sem.-II	40806	7th
14.	Harpreet Kaur d/o S. Raj Singh	M.A.(Sociology) Sem.-II	40791	6th
15.	Amandeep Kaur d/o S. Mehar Singh	M.A.(Sociology) Sem.-IV	64743	7th
16.	Sarbjeet Kaur d/o S. Bhagwant Singh	M.A.Sociology-Sem.-IV	64769	8th
17.	Gagandeep Kaur d/o S. Sukhdev Singh	M.A.(Punjabi)-I Sem.-I	54687	Ist
18.	Manpreet Kaur d/o S. Surjit Singh	M.A.(Punjabi)-I Sem.-I	54702	2nd
19.	Jaspreet kaur d/o S. Surjit Singh	M.A.(Punjabi)-I Sem.-I	54694	3rd
20.	Gurpreet Kaur d/o S. Samsher Singh	M.A.(Punjabi)-I Sem.-I	54691	6th

21.	Gagandeep Kaur d/o S. Sukhdev Singh	M.A.(Punjabi)-I Sem.-II	49817	Ist
22.	Jaspreet Kaur d/o S. Surjit Singh	M.A.(Punjabi)-I Sem.-II	49824	2nd
23.	Gurpreet Kaur d/o S. Samsher Singh	M.A.(Punjabi)-I Sem.-II	49821	3rd
24.	Amandeep Kaur d/o S. Balbir Singh	M.A.(Punjabi)-I Sem.-II	49811	4th
25.	Gurbinder Kaur d/o S. Darshan Singh	M.A.(Punjabi)-I Sem.-II	49820	5th
26.	Manpreet Kaur d/o S. Surjit Singh	M.A.(Punjabi)-I Sem.-II	49831	6th
27.	Mandeep Kaur d/o S.Sukhmander Singh	B.B.A-I Sem.-I	15044044	8th
28.	Harleen Kaur d/o Sarabjit Singh	B.S. (Biotech)-III	16313000699	7th
29.	Nazia d/o Neeraj Kumar	B.Sc. (Biotech) Sem.-I	15042398	10th

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

Rigor and transparency is ensured in the process of internal assessment by keeping the record of class attendance, tutorial attendance, practical lab attendance (practical subjects), awards of September and December terminal examinations, Class test, project work, assignments and practical files (2 years). Weightage for behavior aspects, independent learning and communication skills also taken care for internal assessment.

As per the direction of the Deputy Registrar (Colleges), Panjab University Chandigarh, following criterion is adopted for the calculation of internal assessment for Undergraduate semester classes.

1) Class Test : 5%
2) Academic Activities : 3%
   (Seminar, Project work, Assignments)
3) Attendance : 2%

2.5.6 What are graduate attributes specified by the college / affiliating university? How does the college ensure the attainment of these by the students?

The graduate-attributes are stated in the Mission statement of the college. Girl's education is the need of society to improve present day status of females. So, college desires the girl students to achieve during their stay in college are to make them more aware of the world around and enable them to be agents of social change are a holistic growth and sensitization of the girls. The college aims at making them self reliant, capable of tackling various problems of life and also to make them able to address social issues as gender inequality and female feticide. College organizes a number of curricular, co-curricular activities and other social activities throughout the year to ensure the attainment of the above mentioned attributes by the girls.

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

At college level teachers show the evaluated answer sheets to the students after September and December house examination wherein students' grievances are redressed at teacher level. Students can approach the Registrar office if need be.

At University level Re-evaluation of answer sheets are provided by the university to the students. In some cases college/departments has written to the university authorities when there was a discrepancy in the question paper of a particular subject for grace marks to students.

2.6. STUDENT PERFORMANCE AND LEARNING OUTCOMES.

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

All the Academic programmes have their stated learning outcomes which are followed by the entire departments. Also objectives of some courses are mentioned in college prospectus. Faculty members are made aware of these through departmental meetings and activities. Students are made aware through prospectus and tutorials.

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

College monitored the performance of the student's through House (September and December) exams, Class tests, Class attendance, assignments etc. The progress of the students is conveyed to them by their subject teachers who evaluate their answer sheets. Detail of the result of the academic programmes for the last four years is as follows:

Detail of Student Results of the Last Four Years:

Class	Session	Annual/ semester	Appeared	First Class	Distinction	College pass percentage
B.A-I	2012-13	Annual	485	168	42	81%
	2013-14	Annual	455	123	27	89%
	2014-15	Sem.-I	418	127	32	100%
		Sem.-II	411	116	22	100%
	2015-16	Sem.-I	470	151	46	100%
		Sem.-II	462	122	28	100%
B.A-II	2012-13	Annual	351	138	38	94%
	2013-14	Annual	444	142	38	97.09%
	2014-15	Annual	358	133	19	96%
	2015-16	Sem.-III	379	128	33	100%
		Sem.-IV	373	143	85	100%
B.A.-III	2012-13	Annual	320	142	32	100%
	2013-14	Annual	357	129	30	97%
	2014-15	Annual	411	188	40	100%
	2015-16	Annual	367	175	19	100%
B.Sc.-I (N.M.)	2012-13	Annual	87	28	15	77%
	2013-14	Annual	88	25	20	80%
	2014-15	Sem.-I	86	29	25	100%
		Sem.-II	85	32	25	100%
	2015-16	Sem.-I	74	21	39	85.1%
		Sem.-II	74	16	40	87.8%
B.Sc.-II (N.M.)	2012-13	Annual	49	12	11	97.9%
	2013-14	Annual	62	20	22	98.38%
	2014-15	Annual	69	24	32	100%
		Sem.-III	83	26	35	91.6%

	2015-16	Sem.-IV	85	32	33	90.6%
B.Sc.-III (N.M.)	2012-13	Annual	25	10	10	100%
	2013-14	Annual	48	19	11	97.9%
	2014-15	Annual	65	18	32	98.4%
	2015-16	Annual	71	36	21	93%
B.Sc.-I (M)	2012-13	Annual	17	4	6	94.1%
	2013-14	Annual	28	13	5	93%
	2014-15	Sem.-I	28	11	9	100%
		Sem.-II	27	6	11	100%
	2015-16	Sem.-I	29	15	9	100%
		Sem.-II	29	12	16	100%
B.Sc.-II (M)	2012-13	Annual	10	5	2	100%
	2013-14	Annual	14	7	3	100%
	2014-15	Annual	24	10	7	100%
	2015-16	Sem.-III	24	11	11	100%
		Sem.-IV	24	12	12	100%
B.Sc.-III (M)	2012-13	Annual	-	-	-	-
	2013-14	Annual	10	6	3	100%
	2014-15	Annual	14	4	9	100%
	2015-16	Annual	24	14	9	100%
B.Com.-I	2012-13	Annual	47	9	15	70.2%
	2013-14	Annual	60	17	18	63.33%
	2014-15	Sem.-I	71	16	04	100%
		Sem.-II	71	24	01	100%
	2015-16	Sem.-I	62	22	02	100%
		Sem.-II	62	32	13	100%
B.Com.-II	2012-13	Annual	16	6	1	100%
	2013-14	Annual	26	11	-	100%

	2014-15	Annual	39	10	2	100%
	2015-16	Sem.-III	65	18	09	100%
		Sem.-IV	65	21	07	100%
B.Com-III	2012-13	Annual	21	8	-	100%
	2013-14	Annual	16	10	3	93.75%
	2014-15	Annual	25	17	-	100%
	2015-16	Annual	31	13	15	100%
B.Sc. (F.D)-I	2012-13	Annual	10	04	04	80%
	2013-14	Annual	16	06	05	75%
	2014-15	Sem.-I	17	11	06	100%
		Sem.-II	17	12	05	100%
	2015-16	Sem.-I	25	07	13	80%
		Sem.-II	25	09	09	100%
B.Sc. (F.D)-II	2012-13	Annual	09	04	05	100%
	2013-14	Annual	07	-	07	100%
	2014-15	Annual	12	03	09	100%
	2015-16	Sem.-III	18	-	15	100%
		Sem.-IV	18	-	07	100%
B.Sc.(F.D)-III	2012-13	Annual	-	-	-	-
	2013-14	Annual	09	-	09	100%
	2014-15	Annual	07	-	07	100%
	2015-16	Annual	13	-	13	100%
B.C.A-I	2012-13	Annual	49	14	02	65.3%
	2013-14	Annual	36	15	07	73%
	2014-15	Sem.-I	45	02	-	100%
		Sem.-II	42	12	-	100%
	2015-16	Sem.-I	54	08	4	100%
		Sem.-II	54	03	5	100%

B.C.A-II	2012-13	Annual	42	23	05	81%
	2013-14	Annual	33	20	06	100%
	2014-15	Annual	26	19	04	89%
	2015-16	Sem.-III	35	09	-	48.57%
		Sem.-IV	34	10	-	58.83%
B.C.A-III	2012-13	Annual	37	25	09	92%
	2013-14	Annual	39	31	07	97.43%
	2014-15	Annual	32	20	11	100%
	2015-16	Annual	25	03	16	80.60%
B.Sc-I (Biotech)	2012-13	Annual	07	03	03	100%
	2013-14	Annual	08	05	02	87.5%
	2014-15	Sem.-I	13	02	01	100%
		Sem.-II	11	04	06	100%
	2015-16	Sem.-I	12	02	01	100%
		Sem.-II	12	03	01	100%
B.Sc-II (Biotech)	2012-13	Annual	12	03	05	100%
	2013-14	Annual	07	03	04	100%
	2014-15	Annual	07	02	05	100%
	2015-16	Sem.-III	11	02	05	100%
		Sem.-IV	11	02	05	100%
B.Sc-III (Biotech)	2012-13	Annual	12	01	10	100%
	2013-14	Annual	14	08	06	100%
	2014-15	Annual	07	01	06	100%
	2015-16	Annual	07	-	07	100%
B.B.A-I	2012-13	Annual	18	04	-	45%
	2013-14	Annual	19	04	-	60%
	2014-15	Sem.-I	23	05	-	100%
		Sem.-II	20	07	04	100%

	2015-16	Sem.-I	26	11	04	92%
		Sem.-II	24	11	05	95%
B.B.A-II	2012-13	Annual	11	07	03	100%
	2013-14	Annual	13	06	02	100%
	2014-15	Annual	05	03	-	100%
	2015-16	Sem.-III	18	06	01	95%
		Sem.-IV	19	08	-	100%
B.B.A-III	2012-13	Annual	04	-	04	100%
	2013-14	Annual	10	06	04	100%
	2014-15	Annual	09	07	02	100%
	2015-16	Annual	08	07	01	100%
M.A (Pbi)-I	2012-13	Sem.-I	37	15	02	100%
		Sem.-II	37	15	02	100%
	2013-14	Sem.-I	41	19	01	100%
		Sem.-II	41	19	01	100%
	2014-15	Sem.-I	32	12	15	100%
		Sem.-II	32	12	15	100%
	2015-16	Sem.-I	35	28	15	100%
		Sem.-II	35	28	15	100%
M.A (Pbi)-II	2012-13	Sem.-III	24	12	01	100%
		Sem.-IV	24	12	01	100%
	2013-14	Sem.-III	30	14	02	100%
		Sem.-IV	30	14	02	100%
	2014-15	Sem.-III	38	12	15	100%
		Sem.-IV	38	08	20	100%
	2015-16	Sem.-III	28	21	21	100%
		Sem.-IV	28	21	21	100%
M.A (Hindi)-I	2012-13	Sem.-I	25	16	01	100%

		Sem.-II	24	12	05	100%
	2013-14	Sem.-I	30	10	03	100%
		Sem.-II	29	19	03	100%
	2014-15	Sem.-I	22	12	01	100%
		Sem.-II	22	11	04	100%
	2015-16	Sem.-I	25	07	01	100%
		Sem.-II	25	11	-	100%
M.A(Hindi)-II	2012-13	Sem.-III	26	18	07	100%
		Sem.-IV	26	07	19	100%
	2013-14	Sem.-III	21	14	02	100%
		Sem.-IV	21	10	01	100%
	2014-15	Sem.-III	20	13	03	100%
		Sem.-IV	18	15	02	100%
	2015-16	Sem.-III	24	11	02	100%
		Sem.-IV	24	16	03	100%
M.A. (History)-I	2012-13	Sem.-I	23	05	-	95%
		Sem.-II	22	07	-	90%
	2013-14	Sem.-I	20	10	-	95%
		Sem.-II	20	10	-	90%
	2014-15	Sem.-I	42	12	-	97%
		Sem.-II	42	14	-	100%
	2015-16	Sem.-I	46	12	-	100%
		Sem.-II	47	10	-	100%
M.A. (History)-II	2012-13	Sem.-III	09	05	-	100%
		Sem.-IV	08	03	-	100%
	2013-14	Sem.-III	23	05	01	91%
		Sem.-IV	21	07	04	90%
	2014-15	Sem.-III	18	08	-	100%

		Sem.-IV	18	-	13	100%
	2015-16	Sem.-III	29	14	01	100%
		Sem.-IV	29	14	01	100%
M.A (Soc.)-I	2012-13	Sem.-I	32	10	18	100%
		Sem.-II	32	23	03	100%
	2013-14	Sem.-I	37	21	05	100%
		Sem.-II	37	08	03	100%
	2014-15	Sem.-I	34	11	03	100%
		Sem.-II	31	10	02	100%
	2015-16	Sem.-I	69	25	11	100%
		Sem.-II	69	35	22	100%
M.A. (Soc.)-II	2012-13	Sem.-III	14	10	04	100%
		Sem.-IV	13	09	03	100%
	2013-14	Sem.-III	28	12	02	100%
		Sem.-IV	28	19	05	100%
	2014-15	Sem.-III	38	11	04	100%
		Sem.-IV	38	24	04	100%
	2015-16	Sem.-III	29	15	03	100%
		Sem.-IV	29	13	08	100%
M.Sc. (IT)-I	2012-13	Sem.-I	16	08	03	100%
		Sem.-II	16	14	02	100%
	2013-14	Sem.-I	09	07	02	100%
		Sem.-II	09	01	08	100%
	2014-15	Sem.-I	12	04	08	100%
		Sem.-II	12	-	12	100%
	2015-16	Sem.-I	09	02	05	77.77%
		Sem.-II	07	01	06	100%
M.Sc. (IT)-II	2012-13	Sem.-III	17	04	11	100%

		Sem.-IV	17	-	17	100%
	2013-14	Sem.-III	17	14	03	100%
		Sem.-IV	17	-	17	100%
	2014-15	Sem.-III	10	02	08	100%
		Sem.-IV	09	-	09	100%
	2015-16	Sem.-III	12	-	09	75%
		Sem.-IV	12	-	12	100%
M.Com.-I	2012-13	Sem.-I	19	07	12	100%
		Sem.-II	19	14	01	100%
	2013-14	Sem.-I	15	07	08	100%
		Sem.-II	15	10	01	100%
	2014-15	Sem.-I	18	11	07	100%
		Sem.-II	18	12	05	100%
	2015-16	Sem.-I	20	14	03	100%
		Sem.-II	19	14	04	100%
M.Com.-II	2012-13	Sem.-III	08	06	02	100%
		Sem.-IV	08	02	06	100%
	2013-14	Sem.-III	21	14	-	100%
		Sem.-IV	21	09	04	100%
	2014-15	Sem.-III	15	14	01	100%
		Sem.-IV	15	09	-	100%
	2015-16	Sem.-III	19	15	04	100%
		Sem.-IV	19	12	07	100%
M.Sc. (Maths)-I		Sem.-I	13	2	-	100%
	2012-13	Sem.-II	12	4	2	100%
		Sem.-I	12	07		83%
	2013-14	Sem.-II	10	2	-	100%
	2014-15	Sem.-I	34	1		47.1%

		Sem.-II	30	10	2	73.3%
	2015-16	Sem.-I	66	12	02	45.4%
		Sem.-II	66	10	15	66.6%
M.Sc. (Maths)-II	2012-13	Sem.-III	11	1		100%
		Sem.-IV	10	-	-	100%
	2013-14	Sem.-III	11	1		100%
		Sem.-IV	06	2	2	100%
	2014-15	Sem.-III	09	-	-	90%
		Sem.-IV	09	02	-	100%
	2015-16	Sem.-III	23	02	-	43.4%
		Sem.-IV	23	03	-	13.0%
PGDFD	2013-14	Annual	09	-	07	78%
	2014-15	Annual	03	-	03	100%
	2015-16	Sem.-I	06	01	05	100%
		Sem.-II	05		04	100%
Fashion Designing (Certificate Course)	2012-13	Annual	23	14	-	100%
	2013-14	Annual	15	6	-	100%
	2014-15	Annual	14	11	3	100%
	2015-16	Annual	24	10	14	100%
Diploma Course in Fashion designing	2012-13	Annual	12	6	2	100%
	2013-14	Annual	9	6	-	100%
	2014-15	Annual	3	01	02	100%
Advanced Diploma Course in Fashion	2012-13	Annual	12	3	7	100%
	2013-14	Annual	11	5	6	100%
	2014-15	Annual	9	3	6	100%
	2015-16	Annual	03	-	03	100%

Designing						
Journalism (Certificate Course)	2012-13	Annual	27	13	07	100%
	2013-14	Annual	31	03	24	100%
	2014-15	Annual	25	9	11	76%
	2015-16	Annual				
Diploma Course in Journalism	2012-13	Annual	08	02	01	100%
	2013-14	Annual	13	02	10	100%
	2014-15	Annual	17	06	08	100%
	2015-16	Annual				
Advanced Diploma Course in Journalism	2012-13	Annual	12	04	02	100%
	2013-14	Annual	08	02	03	100%
	2014-15	Annual	09	04	05	100%
	2015-16	Annual	Result Awaited			
Information Technology (Certificate Course)	2012-13	Annual	12	05	-	66.6%
	2013-14	Annual	15	03	01	33.3%
	2014-15	Annual	29	06	01	24.1%
	2015-16	Annual	06	02	-	33.3%
Information Technology (Diploma Course)	2014-15	Annual	03	01	02	100%
Communicative English (Certificate Course)	2012-13	Annual	15	-	01	46.6%
	2014-15	Annual	11	01	-	9%
	2015-16	Annual	06	-	-	16.6%
Communicative English	2014-15	Annual	01	01	-	100%

(Diploma Course)						
Communicative English (Advanced Diploma Course)	2014-15	Annual	02	02	-	100%

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

The college provides Interactive and innovative teaching methods to achieve the intended learning outcomes.

- To facilitate holistic development of the students, the college provides opportunities to develop their talents through the different departmental and cultural activities.
- To promote academic growth the departments organize seminars, workshops, competitions and guest lecturers for facilitating enhanced academic learning.
- They also learn the significance of the values of discipline, commitment and responsibility.
- The departments organize field trips, tours, and educational excursions to give the students practical experience to establish a connection between the classroom understanding and real-life situations.

2.6.4 What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (student placements, entrepreneurship, innovation and research aptitude developed among students etc.) of the courses offered?

To enhance the social and economic relevance of the courses, various measures/initiatives are taken by the college. For the socio-economic development of

their students, many activities like Gurmat Sabha, NSS, NCC are undertaken by the college. These wings regularly organize programmes like camps and religious seminar for the students. College organizes many educational and industrial visits for the students and helps to enrich the overall personality of the students. National level seminar/workshops and very interactive talks by the industrial executives are organized by the college to encourage the students for entrepreneurship also helps our students and faculty members to have interaction with experts. Also, Faculty members of the each department of the college develop research aptitude among the students by giving project work and assignments. Also experiments in college laboratories (physics lab, chemistry lab, botany lab, zoology lab, computer science lab, Home science lab, fashion designing lab and language lab), Botanical garden, and College library (E-journals, Magazines, journals and books) also help the students to explore innovative ideas and research.

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

Performance of the students in House Exams, their classroom attendance and their involvement in various activities such as group discussions, presentations and classroom seminars provide the relevant data about the performance of the students. Based on an analysis, slow learners are identified and they are given extra attention. Special tests and remedial classes are conducted for them.

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

The institution monitors the achievements of learning outcomes through internal quality insurance cell and ensures the achievements of learning outcomes by taking feedback from students/faculty members/block incharges and HOD's. Also by Conducting September and December house tests, class tests, project work, assignments, and group discussions and by taking extra classes for slow learners. Institute Organize various competitive events like Talent Hunt show, Science fair and seminars. The achievements of the students can be easily known from the number of prizes they get at the time of

annual prize distribution function. Every year students get roll of honour, college colours and other prizes for their excellent performance in academic, sports and co-curricular activities.

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

Yes, the institution and individual teachers use assessment/evaluation outcomes as an indicator for evaluating student performance, achievement of learning object and planning.

Evaluation of student Performance and achievement of learning outcomes.

- Project works, assignments, class room presentations, awards in pre-semester exams (PG classes), sincerity in practical laboratories etc. are act as an indicator to evaluate the student performance
- Participation in academic, curricular, co-curricular activities, Gurmat sabha NSS, NCC wings.
- College organizes the Prize distribution function to honor the meritorious students with cash prizes, momentous, Roll of Honor certificate, College color etc.

Planning

- Several techniques are adopted by the departments of College to overcome learning problems.
- Remedial classes, extra class tests etc. are taken for week learners.

CRITERION-III: RESEARCH, CONSULTANCY AND EXTENSION

3.1 PROMOTION OF RESEARCH

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

No, the institution does not have any recognized research centre of the affiliating University or of any other agency/organization.

3.1.2. Does the institution have a research committee to monitor and address the issue of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact.

Yes, the college has a Research and Seminar Committee which comprises the head of the institution as its president, bursar as its secretary, and four to five faculty members. The Committee circulates among the teaching staff the information regarding various research projects and seminars offered by the different funding bodies like College Development Council of Panjab University, Chandigarh, ICSSR and UGC, New Delhi etc. It also maintains a record of the seminars, special lectures, talks, interactions that involve external experts and are organized by different departments of the college.

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

- **autonomy to the principal investigator**
- **timely availability or release of resources**
- **adequate infrastructure and human resources**
- **time-off, reduced teaching load, special leave etc. to teachers**
- **support in terms of technology and information needs**
- **facilitate timely auditing and submission of utilization certificate to the funding authorities**

Yes, to facilitate smooth progress and implementation of research projects, the college

- provides complete autonomy to the principal investigator.
- ensures timely availability and release of funds.
- makes the infrastructural requirements like separate space and furniture available to researcher(s). The services of library and supporting staff of the college are also provided.
- sanctions duty leaves for field work.
- takes care of the technological and informational needs such as computer systems, wi-fi facility, books and journals – in print and on webs.
- facilitates timely auditing and submission of utilization certificate to the funding agency.

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

The college organizes workshops, seminars, special lectures, involving external experts, focusing different research areas in different disciplines to provide exposure to the students regarding the research being carried on in their respective subjects. Classroom discussions and the assignment of various theoretical and experimental exercises also target at developing research culture among the students. Also, they are provided with books, journals, and wi-fi facility in the library to explore further in their areas of interest.

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

In the previous years, four of our faculty members – Dr. Rana Baljinder Kaur (Punjabi), Dr. Mandeep Kaur (Punjabi), Dr. Neena Mehta (Hindi), and Mr. Sunil Kumar (Computer science) – have guided M.Phil. students in their research projects. Presently, a significant number of faculty members are engaged in individual research and they make their research public by presenting research papers in different seminars/conferences as well as by their publications. Research projects are also taken up by the faculty members

individually as well as in collaboration (Details in 3.2.7). While 10 of the teaching faculty of the college are pursuing their doctoral research, 16 have already completed it. Moreover, 27 of our teachers have carried research at M. Phil. Level.

Next, various faculty development programmes such as orientation courses, refresher courses, winter or summer schools, and workshops on different subjects sponsored by UGC or other agencies, are also a great source of honing the research aptitude in the teaching faculty. In the last four years, 40 members of the teaching staff of the college have taken the benefit of such programmes.

The faculty also guide student research in the courses of B.C.A., M.Sc. IT, B. Com., M. Com., M.A. (Sociology), and in the subject of Home Science in B.A. where project based learning is followed.

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

For focusing on capacity building in terms of research and instilling research culture into the staff and students, a variety of workshops, training programmes, sensitization programmes are organized in the college. The details of such programmes organized by different departments in the last four years are as below:

Session: 2012-13

1) At the beginning of session, institute organizes faculty development programme to aware the newly appointed teachers and non-teaching faculty about various aspects of college, teaching-learning skills, various college committees and their activities. Principal, Vice Principal, Dean-academics, other senior staff and incharges of various committees act as resource persons.

2) Seminar (sponsored by CDC, Punjab University, Chandigarh) on "*Samkaleen Hindi Natakon Ka Samaj Sashtriye Aadhyan*", organized by Dept. of Hindi on 09-

02-13 and enriched by Five Resource Persons named as Dr. Nirmal Kaushik, Dr. Rajinder Singh Sahil, Dr. Gurmeet Singh, Dr. Ashok, Dr. B.V Sharma.

3) Seminar on "Awareness to Mobile Computing", was organized by Department of Computer Science on 28-08-12. Resource Persons were Pawan Dhanwaria (Business Manager, HCL INF. Ltd.), Sakshi (HR Manager, HCL INF. Ltd.), Arun (Software Engg. HCL INF. Ltd.).

4) Special lecture on "Legal Awareness" was organized by Legal Literacy Club and enriched by Mr. Daljit Singh (PCS), Distt. Legal Service Authority

5) Seminar on "Ru-b-Ru Padam Shri Gurdial Singh (Gyanpidh Awardiee)" for the honor of Prof. Gurdial Singh was organized by Department of Punjabi on 31-08-12.

6) Seminar on "Punjabi Sabhyachar de Badalde Pripakh" was organized by Department of Punjabi, on 22-10-12. Resource Person was Smt. Satwinder Kaur.

7) Seminar on "Training Cum Placement Guidance Programme" was organized by Department of Computer Science on 19-10-12. Resource Persons were Er. Swadeep Singh, Er. Swati Eighttold Inf. Mohali.

8) Seminar on "Save Water" was organized by Department of Economics on 10-11-12. Resource person was Dr. P.S. Dhingra, Director, Regional Centre, Panjab University, and Chandigarh.

9) Seminar on "Ru-b-Ru" in the honor of Kahanikar Dr. Harjinder Singh Surewalia, was organized by Department of Punjabi on 31-01-13.

10) Seminar on "Ru-b-Ru Parsidh kavi ate alochak Dr. Dawinder Sodhi" was organized by Department of Punjabi on 06-02-13.

11) Seminar on "Samkaleen Hindi Natkon Ka Samaj Shashtriya Adhyapan" was organized by Department of Hindi on 09-02-13. Resource person was Dr. Rajinder Singh Sahil.

12) Seminar on "Second National Global Road, Safety Week" was organized in the College. Resource Persons were S.Gurbinder Singh (DSP), S. Gurjant Singh Jatana (Incharge Traffic Edu. Cell), S. Kasib Ali (Assistant, Incharge Traffic)

13) One week training programme for students for coaching of various competitive examinations was organized by Department of Mathematics in collaboration with APEX private Ltd. Bathinda in college campus.

14) Gurmat Sabha organized community kitchen on the Prakash Utsav of Sri Guru Nank Dev Ji to spread the message of equality and eradicate the thought of castism. In this camp all college students, college faculty and public provide their good services.

15) Workshop on "Block and Screen Printing" was organized by Department of Fashion Designing on 20 October, 2012 in college campus.

16) Workshop on "Adda Embroidery" was organized by Department of Fashion Designing in collaboration with Seo Lehenga House, Jagraon in college campus.

Session: 2013-14

1) Seminar on "Second National Global Road Safety Week" was organized by Guru Nanak College for Girls on 06-05-13. Resource Persons were S. Gurbinder Singh (DSP), Gurjant Singh Jatana (Incharge, Traffic Edu. Cell).

2) Seminar on "Sahitya aur Manovigyanic ke Antarsambandh" was organized by Depatrment of Hindi on 25-09-13. Resource Persons were Dr. Rajinder Singh Sahil, Dr. Brahmdev Sharma, and Mrs. Rini Sharma.

3) Special Lecture on "National Flag Day & Tree" was organized by NSS & Red Ribbon Club Organized on 27-09-13. Resource person was Mrs. Amanpreet Kaur.

4) Seminar on "Vedic Ganit" was organized by outside experts on 28-29, Oct-2013. Resource person was Satinderpal Kaur.

5) Special Lecture on "Problem and Solution of Adolesent Period" was organized by Department of Economics on 16-07-13. Resourse Person was Dr. Arwinder Singh.

6) Special Lecture on "Banking" was organized by Department of Economics on 01-02-2014. Resource Person was Manager of Central Bank, Muktsar.

7) Special Lecture on "Netik Kadra Kimta Ate Samajik Burayian" was organized by Gurmat Sabha on 14-03-14. Resource Person was Pr. Gurdev Singh Dhaliwal.

8) Special Lecture was organized by Department of Philosophy on 25-11-13. Resource person was P.C.S Poonam Singh.

Session: 2014-15

1) Gurmat Sabha Organized Seminar on *"Istri Chetna Smagam"*. Resource Person are Pr. Kanwaljeet Kaur (Chd.), Jalnidh Kaur (Ldh.), Bibi Kuljeet Kaur (Sri Amritsar), Bibi Randeep Kaur (Fatehgarh Sahib) on 30-07-14.

2) English Literacy Society Organized Seminar on *"Keys to Good Health"*. Resource Person were Kanwaljeet Singh Sidhu(Executive Director), Ankush Kumar, Ramandeep Pandhu on 28-08-14.

3) Department of Biotechnology Organized Special lecture on *"Celebration of Ozone Day"*, by Dr. Parabjit Singh Dhingra on 23-09-14.

4) Department of Computer Science Organized Special lecture on *"Industrial Training"*, by Miss. Neha Pataars on 15-09-14.

5) Gurmat Sabha Organized Special Lecture on *"Zindgian Gharhan Vale Nirmata"*, by S. Narinderpal Singh (Deputy Chief Organizer) on 03-09-14.

6) Department of History Organized Seminar on *"Jindgi Jindabad"*, Resource Person are Rana Ranbir, Dr. Surjit Singh on 30-09-14.

7) PG Department of Punjabi Organized Special Lecture on *"Ajuki Jindgi vich Haas Viaang di Mahattata"*, by Pr. Baldev Singh Azad on 22-10-14.

8) PG Department of Punjabi Organized Special Lecture *"Punjabi Language",* by Baldev Singh Sadaknama on 30-10-14.

9) Department of Basic Sciences Organized Special Lecture " ", by Prof. Promila Pathak on 03-11-14.

10) Department of Home Science Organized Seminar on *"Ayurvedic Approach on Eating, Breathing and Realisation of Mind"*, Resource Person are Anita Dabra, Vishreet Jain on 2-12-14.

11) Nanhi Chaa Cell with collaboration of PG department of Punjabi Organized Seminar on *"Ajoki Naari : Dash te Disha"*, Resource Persons were Dr. Harshinder Kaur, Dr. Rawinder Kaur, Dr. Madanjeet Kaur Sahota, Mrs. Sarabjeet Kaur Mangat on 10-03-15.

12) Department of Economics Organized Special Lecture on *"Leader For The Day After Tomorrow"* by S. Dilbag Singh on 30-08-14

13) Department of Computer Science Organized, One Day Workshop for the faculty on *"Effective Teaching : Methodologies & Responsibilities"* organized by Guru Nanak College fo Girls, Muktsar in collaboration with Atam Parkash Social Welfare Council on 30-01-2015

14) PG Department of Sociology organized ICSSR, New Delhi sponsored 10 day *'Research Methodology Programe for Ph.D. students'* from 21-03-15 to 30-03-15.33 research scholars from 11 states of the country participated in the workshop.

Session: 2015-16

A) Seminars/Special Lectures Organized in the College

1) College Development Council sponsored National Seminar on the topic of "Sabhiacharikaran di Parkiria ate Punjabi Sahit" organized by P.G Department of Punjabi on 23rd November, 2015. The Resource Persons were Dr. Sukhdev Singh Sirsa, Dr. Jeet Singh Joshi, Dr. Paramjeet Singh Dhingra, Dr. Rajnish Bahadur Singh, Dr. Sarbjeet Singh, Dr. Kamalpreet Kaur, S. Balbeer Parvana.

2) Special Lecture on "Vishvikaran Diyan Punjabi Sahit nu Chunotiyan" organized by PG Department of Punjabi on 2nd September, 2015. The resource person was Dr. Bheem Inder Singh from Punjabi University Patiala.

3) Special Lecture on "Bhasha Vigyian ate Punjabi Bhasha" organized by PG Department of Punjabi on 4th September, 2015. The resource person was Dr. Makhan Singh (P.C.S).

4) Special Lecture on "Time Management" organized by Economics Department on 22nd August, 2015. The resource person was Dr. Satish Verma.

5) Special Lecture on "Moral Values", organized by Economics Department on 2nd September, 2015. The resource person was Dr. Jagjit Singh Chahal.

6) Special Lecture on "Scientific Attitude toward Life" organized by Economics Department on 19th February, 2016. The resource person was S. Ram Sawarn Singh.

7) Special Lecture on "Women Empowerment" organized by Economics Department on 2nd March, 2016. The resource person was Dr. Ruby Dhalla.

8) Special Lecture on "Problems of Adolescence Age" organized by PG department of Hindi on 12th September, 2015. The resource person was Dr. Rishi Sharma (Counselor).

9) Special Lecture on "Punjabi Literature" organized by PG Department of Punjabi on 19th September, 2015. The resource person was Ninder Gugianvi.

10) Special Lecture on "Global Trade Organization" organized by Economics Department on 8th August, 2016. The resource person was Dr. Jaswinder Singh Brar (Prof. of Eco. Panjabi Uni. Patiala).

11) Special Lecture on "Anti women harassment cell and Human Rights and Duties", organized by Anti women harassment cell on 11th February, 2016. The resource person was Dr. Puneet Pathak from Central Uni. of Punjab, Bathinda.

12) Special Lecture on "Transformation in Indian Banks with e-Banking Service" organized by PG Department of Commerce on 15th February, 2016. The resource person was Dr. R.K.Uppal from D.A.V College, Malout.

13) Special Lecture on "Magnetically Retrievable Ferrite Nano Particles: An Approach Towards Green Catalysis" organized by Science Department on 16th February, 2016. The resource person was Dr. Sonal Singhla, Dept. of chemistry from Panjab University, Chandigarh.

14) Special Lecture on "Computational Chemistry: The Ultimate Way to Understand and Stimulate Nanoparticles" organized by Science Department on 16th February, 2016. The resource person was Dr. Neetu Goel, Dept. of Chemistry, Punjab University, and Chandigarh.

15) Special Lecture on "Happiness, Satisfaction and Contentment in Human Beings" organized by Home Science Department on 25th February, 2016. The Resource Persons were Dr. Seema Gotal, Mr. Vishreet Jain, Mrs.Ram Teerath Kaur, and Mrs. Jasveer Kaur.

16) Special Lecture on "Carrier Opportunities in Commerce & Management" organized by PG Department of Commerce and Management on 3rd March, 2016. The Resource Persons were Mr. Ratish Maheshwari, Ms. Jeena, and Mrs. Kavita Jain.

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

As the college doesn't have any recognized research centre, the faculty members are engaged in research at the individual level. The areas in which the faculty members have carried/are carrying out research and thus have acquired expertise are as below:

Faculty members completed doctoral research:

Sr. No.	Name	Subject	Research Area
1.	Dr. Rana Baljinder Kaur	Punjabi	Alienation in Diasporic Punjabi Poetry
2.	Dr. Mandeep Kaur	Punjabi	Cultural concerns in fiction
3.	Dr. Neena Mehta	Hindi	Sociological Study of Satirical Hindi Drama
4.	Dr. Neeraj Gupta	Hindi	Kabir Vani in Guru Granth Sahib
5.	Dr. Jasjeet Kaur	Economics	Urban Local Bodies in Punjab
6.	Dr. Nirmaljeet Kaur	Philosophy	The *Bani* of Guru Nanak
7.	Dr. Jagdish Kumar	History	Communalism in the Punjab
8.	Dr. Bali Bahadur	Sociology	Emigration of Punjabis to the Middle-East

9.	Dr. Jagmeet Kaur	Commerce	Impact of Mergers on Performance of Public and Private Sector Banks in India
10.	Dr. Neeta Kumari	English	Social Concerns in Indian fiction
11.	Dr. Prabhjeet Kaur	Physics	Morphological Studies of Eroded Surfaces
12.	Dr. Sukhwinder Kaur	Zoology	Environmental Biology
13.	Dr. Harpreet Kaur	Botany	Plant Cytogenetics
14.	Dr. Mandeep Kaur	Botany	Plant Tissue Culture
15.	Dr.Anita Rani	Physics	Solid State Physics
16.	Dr. Sunil Kumar	Computer Science	Image Processing & Cloud Computing

Faculty members carrying doctoral research:

1	S. Sukhwinder Singh	Punjabi	Metacriticism
2	Ms. Paramjeet Kaur	Punjabi	Folklore in Fiction
3	Ms. Sandeep Kaur	English	Language politics
4	Ms. Gurvinderpal Kaur	History	Historical Analysis of Oral Tradition
5	Ms. Rupinderpal Kaur	Computer Sc.	C Language & OCR
6	Ms. Amandeep Kaur	Computer Sc.	ADA & Java
7	Ms. Navneet Saini	Sociology	Violence Against Women in Malwa Region
8	Ms. Ruchi Kalra	Home Science	Diet and Risk Factors of Coronary Heart
9	Ms. Sandeep Kaur	Punjabi	Globalisation and Punjabi Diaspora
10	Ms. Gagandeep Kaur	Physical Education	Psychological Variables in Individual Teams and Dual Sports

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

To inculcate the spirit of inquiry and research among its students and staff, the institution makes constant efforts to arrange for the visits of researchers and academicians of eminence to the campus. In the previous four years, eminent researchers from various universities and higher education institutions have visited the campus and interacted with teachers and students. The details are as below :

List of eminent academicians and scientists/visitors to the Institution

Eminent Persons	Designaition and Address
Prof. Kirpal Singh Badungar	President, Shiromani Gurudwara Parbandhak Committee, Sri Amritsar.(S.G.P.C)
S. Harcharan Singh	Chief Secretary, Shiromani Gurudwara Parbandhak Committee, Sri Amritsar.(S.G.P.C)
Dr. Dharminder Singh Ubha	Directrorate of education, Shiromani Gurudwara Parbandhak Committee, Sri Amritsar.(S.G.P.C)
Prof. Gurdial Singh	*Jnanpith* awardee (Novelist)
Padamshri Surjit Patter	Saraswati Awardee, Sahit Academy Award (Poet)
Dr. Variaam Sandhu	Eminent Story writer
Dr. Tejinder Kaur Dhaliwal	Ex. Chairperson Punjab School Education Board, Mohali & Member Punjab Public service Commission, Punjab
Dr. Inderjeet Kaur	President, All India Pingalwara Society, Sri Amritsar
Mrs. Shaweta Patail	Ex. Deputy Commissioner, Fazilka
PCS (Ms). Poonam Singh	SDM, Sardhoolgarh (Alumnus of the College)
Col. Dilbag Singh	Retired IAS Officer
Dr. Arvindnderpal Singh	Agriculture Development officer, Fridkot
Dr. Mandeep Singh	Veterinary Officer, Muktsar
Dr. Varinderpal Singh	Soil Scientist, P.A.U. Ludhiana
Dr. Jagjeevan Singh Chahal	Director youth welfare, Muktsar
Dr. Makhan Singh	Retired D.F.S.E. Punjab.
Mr. Dinesh Kumar	Manager of C.B.I., Muktsar
Dr. J.S. Anand	Director, Maha Raja ranjit Singh College, Malout.

Dr. Harshinder Kaur	Writer and Doctor in Civil Hospital, Patiala
S. Chand Singh	Hockey Olympian
Dr. Kulwant kaur	Hockey Olympian
S. Prabhjot Singh	Hockey Olympian
Ms. Manjeet Kaur	Olympian
Ms. Harwant Kaur	Olympian
Mr. Jaspreet chhabra	President Muktisar welfare club, Muktsar
Dr. Ruby Dhalla	Canadein Politician
S. Harbhajan Singh	Chairman, Nishkam Sikh SocialWalfare Council, Delhi
Mrs. Charnjit Kaur	President,Yog Mehila Samiti, Muktsar.
Mr. Jaspreet chhabra	President Muktisar welfare club, Muktsar
Dr. Mandeep Singh	Zonal Sec., Guru Gobind Singh Study Circle, Abohar.
Dr. Arvinderpal Singh	Additional Chief Sec., Guru Gobind Singh Study Circle, Abohar
Mr. Jagjeet Singh Chehal	Director, Youth welfare
Dr. Hari Narayan Singh	Chief Medical Officer, Muktsar
S. Sukhvir Singh Grewal	Director, Punjab institute of sports
S. Charanjeet Singh Grewal	Formar, Director, Panjab University Chandigarh.
Prof. Naval Kishore	Dean, College Development Council, Punjab University, Chandigarh
Dr. Mandeep Singh	Zonal Sec., Guru Gobind Singh Study Circle, Abohar.
Dr. Arvinderpal Singh	Additional Chief Sec., Guru Gobind Singh Study Circle, Abohar
Mr. Jagjeet Singh Chehal	Director, Youth welfare
Dr. Hari Narayan Singh	Chief Medical Officer, Muktsar
S. Sukhvir Singh Grewal	Director, Punjab institute of sports
S. Charanjeet Singh Grewal	Formar, Director, Panjab University Chandigarh.
S. Kulwant Singh	A. D. C, Muktsar
Mrs. Ratanmala	Pdlite instructor Distt. Bathinda
Mrs. Arti Dhoomra	Social Activist, Sri Nagar
Shri Baljeet Kaur	Circle education officer, Faridkot
S. Ranbir Singh sidhu	International Athletic Coach (Sports Authority of INDIA)
Sdm. Sh. Varinder bajwa	Sub divisional Magistrate Muktsar
Shri Narinder Dhoomra	Commanding Officer, CRPF Sri Nagar

Shri Rajesh Pathela	Dist. President, Bharti Janta Party (BJP)
Dr. Vikram Asija	Medical officer, Civil hospital Muktsar
Academicians	**Designation and Address**
Dr. Khushvinder Kumar	Principal, Modi College, Patiala
Dr. Ravinder Kaur	Principal, SBBSMGC of Education, Sukhanad (Moga)
Mrs. Kiran Batheja	Ex. Principal, DIET, Faridkot, CEEO inspection team Member
Dr. Madanjeet Kaur Sahota	Principal (Retd.)
Dr. Sukhdev Singh Sirsa	Punjabi Critic & Prof., Panjab University, Chandigarh
Dr. Jeet Singh Joshi	Punjabi Critic &Prof., Punjabi University Regional Centre, Bathinda
Dr. Paramjeet Singh Dhingra	Punjabi Critic & Prof., Panjab University Regional Centre, Muktsar
Dr. Daria	Prof.,Guru Nanak Dev University, Amritsar
Dr. Jagbir Singh	Prof. & H.O.D of Punjabi department, Delhi University.
Dr. Harpal Singh Pannu	Prof., Department of Philosophy, Punjabi University, Patiala
Dr. Karamjit Singh	Prof., Kurukshetra University, Kurukshetra
Dr. Surjit	Prof., Punjabi University, Patiala.
Dr. Sarbjit Singh	Associate Prof., Panjab Agriculture University, Ludhiana
Dr. Inderjeet Singh Gogoaani	H.O.D. of Religious Study, Khalsa College, Amritsar
Dr. Rajnish Bahadur Singh	Punjabi Critic & Prof., D.A.V. College, Jalandhar
Mr.Balveer Parvana	Story writer & Novelist, Literary Editor, Nawa Jamana Newspaper
Dr. Bheeminder Singh	Punjabi Critic & Prof., Punjabi University, Patiala
Dr. Kanwaljeet Kaur	Principal, Diamond Public school, Khrar, Mohali
Dr. Jaswinder Singh Brar	Associate Prof. in Economics Dept., Panjabi University Patiala.
Dr. Tirlok Bandu	Principal, Dashmesh Khalsa College, Muktsar
Dr. Kamalpreet Kaur	Punjabi Critic, Asst. Prof., University College, Balachor
Mr. Baljinder Nasrali	Punjabi Story writer & Associate Prof., Delhi University.
Dr. Gurvinder Singh	Professor, Department of Computer Science and Engineering, GNDU,Amritsar.

Dr. R.S. Salaria	Professor, Dept of Computer Science and Engineering, Thapar University, Patiala.
Prof. Promila Pathak	Professor, Department of Botany, Panjab University, Chandigarh
Dr. Kamlesh Yadav	Assistant Professor, Centre for Physical Sciences, Central University of Punjab, Bathinda
Dr. Sonal Singhal	Associate Professor of Chemistry, Department of Chemistry and Centre of Advanced Studies in Chemistry, Panjab University, Chandigarh.
Dr. Neetu Gupta	Assistant Professor of Chemistry, Department of Chemistry and Centre of Advanced Studies in Chemistry, Panjab University, Chandigarh
Prof. M.S Gill	Guru Nanak Dev University, Amritsar
Dr. Vinod Kumar	Department of Sociology, Panjab University, Chandigarh
Prof. A.S. Sethi	Department of Economics, Guru Nanak Dev University, Amritsar
Prof. M. S .Randhawa	Department of Sociology, Punjabi University, Patiala
Dr. Sukhwant Singh Sidhu	Department of Sociology, Government College for Girls, Sector 11, Chandigarh
Dr. Manoj Kumar	Department of Sociology, Government College for Girls, Sector 11, Chandigarh
Dr. Kiran K Singh	Associate Professor, Centre for South and Central Asian Studies, School of global Relation, Central University of Punjab, Bathinda
Prof. Madhurima Mahajan	Chairperson, University School of open Learning, Panjab University, Chandigarh
Prof. Narinder Kumar	Department of Statistic, Panjab University, Chandigarh
Prof. Kanchan Jain	Head, Department of Statistic, Panjab University, Chandigarh
Dr. Mandeep Kaur	Department of Commerce and Business Management, Guru Nanak Dev University, Amritsar
Dr. Gurrum Sirinivas	Associate Professor, Centre for the Study of Social Systems, School of Social Sciences, Jawahar Lal Nehru University, New Delhi
Prof V.K. Srivastava	Department of Anthropology, University of Delhi, New Delhi

Dr. Sadanand Sahoo	School of Interdisciplinary and Trans-disciplinary Studies, Indira Gandhi National Open University, Maidan Garhi, New Delhi
Dr. Liana P.	Department of History, University of Calicut, Kerala
Dr. Rajesh Gill	Department of Sociology, Punjab University, Chandigarh
Dr. Kiranjit Kaur,	Department of Sociology, Punjab University, Chandigarh
Prof. Kuldeep Singh	Guru Nanak Dev University, Amritsar.
Dr. Rajwinder Singh	Asst. Professor, Dashmesh Khalsa College, Muktsar
Mr. Raj Kumar	Asst. Professor, Baba Farid College, Deon Bathinda
Dr. Dilshad Ali	Asst. Professor, Baba Farid College, Deon Bathinda
Dr. Satish Verma	Professor, Punjabi Dept. Punjabi University Patiala.
Dr. Balkar Singh	Principal, Poly Technical College,Majaki (Faridkot)
Dr. Ummed Singh	Asst. Prof., Panjab University Regional Centre, Muktsar
S. Ram Swarn Singh	Principal, Govt. Sen. Sec. School, Rupana
Dr. Neeru Garg	Associate Prof. & H.O.D. of Commerce & Economics, S.S.D. Girls, College Bathinda
Dr. Ashwani Bhalla	Associate Prof. & H.O.D. of Commerce Dept., S.C.D. Govt. College Ludhiana.
Dr. J.S. Aggarwal	H.O.D., Commerce Dept., D.A.V. College, Abohar
Dr. Amandeep Kaur	G.N. College, Doraha
Dr. Neeru Garg	Associate Prof. & H.O.D. of Commerce & Economics, S.S.D. Girls, College Bathinda
Dr. Ashwani Bhalla	Associate Prof. & H.O.D. of Commerce Dept., S.C.D. Govt. College Ludhiana.
Dr. J.S. Aggarwal	H.O.D., Commerce Dept., D.A.V. College, Abohar
Prof. Manjeet Singh	Panjab University, Chandigarh
Dr. Jaskaran Singh	MIMIT, Malout
Prof. Kalash Vishwkarma,	BNPG College, Rath (Hamirpur)
Prof. Rakesh Bhatia	SBSS School, Rohtak
Dr. G. S. Sandhu	SCD Govt. College, Ludhiana.
Mrs. Ram Tirath Kaur	Home science Mistress, Govt. Sen. School, Muktsar
Mrs. Jasvir Kaur	Home science Mistress, Govt. Sen. School, Muktsar
S. Ramandeep Singh	Lecturer in Commerce, Govt. School Rangjitgarh
Dr. Amandeep Kaur	G.N. College, Doraha

Mrs. Satinder Kaur	Lecturer in Economics, Muktsar
Mrs. Rashmi Jagga	Principal, Sen. Sec. school, Jhandwala,Muktsar
Litterateur/ Visitors	**Designation and Address**
Mr. Baldev Singh Sadaknama	Punjabi Novelist, Storywriter
Dr. Makhan Singh	Essay writer
Ms. Ninder Ghugianvi	Essay writer
Mr. Baldev Singh Azad	Essay writer
Dr. Harjinder Surrewalia	Punjabi Story writer & Lect. Govt. School Bhullar.
Dr. Davinder Saifi	Punjabi Poet
Ms. Harpinder Rana	Punjabi Story writer
Ms. Sarabjeet Mangat	Folk singer and Writer
Ms. Jalnidh Kaur	Poetess and Research Scholar Oxford University, London
Shri Varinder Jagga	Proprietor, Bharat Rice Mills, Muktsar
Dr. Semma Goyal	Project associate, Cancer Awareness Programme, Sun Pharmaceutical Ltd., Doda, Muktsar
Mrs. Jaswinder kaur	JJKN gifts and art gallery Registered with ministry of textiles, Kotkapura
Miss Neha, Miss Smarty Kathuria	Trainers of I.Q.B.R.I., Telecom limited Mohali.
Mr. Shashank Khandewal	Pearl Academy, Delhi
Dr. Shalini Bhiship	Pearl Academy, Delhi
Miss Neha, Miss Smarty Kathuria	Trainers of I.Q.B.R.I., Telecom limited Mohali.
Mrs. Anita Dabra	Volunteer art and living Organization, Muktsar
Mr. Vishrut Jain	Charted accountant, ONGC New Delhi
Mr. Rakesh	Proprietor Hansraaj bakery, Muktsar
Mr. Rahul	Proprietor Hansraaj bakery, Muktsar
Mr. Manohar	Proprietor Hansraaj bakery, Muktsar
Mr. Kuldeep Ralla	Demonstrator At Nirmla veg cut
Mrs. Jaswinder kaur	J.J.K.N. art gallery, Muktsar, artistic designing workshop (PIDI lite Mumbai)
Mr. Sumedh Baghla	CA online coaching centre
Mrs. Preeti Baghla	CA online coaching centre

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

As many as around 42% of the teaching staff have utilized limited period leave for participating in different workshops/seminars/conferences. Besides, Dr. Bali Bahadur (Sociology) availed a two-year study leave for his doctoral research work from March 2011-March 2014. In July 2012, Mr. Sunil Kumar (Computer Science) was sanctioned a study leave of six months for attending his Ph.D. course work. Dr. Navneet Kumar (Physics) got a leave of one month in the session 2011-12 for his research work at Brookhaven University, USA.

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

Chief areas, where the benefits of the research of the teachers are transferred to the students and thereby to the community at large, are the classroom teaching and discussions, the assignments given to the students, and the type of activities and enrichment programmes organized for them. A variety of such programmes are organized in the campus where interactions with eminent academicians and subject experts from different fields take place. (Details in 3.1.6 and 3.1.8)

3.2 RESOURCE MOBILIZATION FOR RESEARCH

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

The college has no provision of allocating any fixed percentage to research in the annual budget. However, it facilitates the teachers' research activities or the organization of the research related events in the campus as far as possible. In the last four years, the college has received and spent the grant of Rs. 3,26,776/- for minor projects, and of Rs.

5,50,000/- for a workshop on research methodology while Rs. 4,13,478/- were spent by the college for the paying the teachers' research activities and the organization of the research related events in the campus.

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

Though there is no provision of "seed money" by the institution, it does provide financial assistance to the faculty members involved in active research. In the year 2011-12, the college provided an aid of Rs. 25000/- to Dr. Navneet Kumar, Asst. Prof. in Physics for his research in the USA.

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

The institution has no provision of extending direct financial help to the students. Nevertheless, it makes serious efforts to create such infrastructural and technological facilities in the campus as are conducive for developing research aptitude among the students.

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

A number of teachers in the college have carried out interdisciplinary research taking help from the teaching faculty in the other departments. For instance, Dr. Neeta Kumari, Asst. Prof. in English, in her doctoral research undertook a comparative study of the select Hindi, Punjabi, and Bangla novels and analysed historical and sociological aspects in them. Interactions and discussions with the faculty members from the departments of Hindi, Punjabi, History, and Sociology proved to be a great help during the research.

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

For the optimal use of various equipment and research facilities, the institution ensures that all the students and the staff is well aware of the same. The Principal and the research committee motivate the staff to make best possible use of the available resources by exploring further in the areas of their interest; the staff, in turn, sensitizes the students to raise questions and try to find the answers of the same by using books, journals, e - resources, and internal facilities available in the campus.

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

In the last four years, the college has received grants amounting to Rs. 34,12,098/- from UGC for science laboratories, language lab, home science lab, books and journal in the library, computer systems and wi-fi facility in the campus. Grants also have been received for various research projects as mentioned in 3.2.7.

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

- Mr. Sunil Kumar (Computer Science) completed a UGC sanctioned minor research project with the title *A comparative study of edge detection Technique& designing a algorithm through fuzzy system* (Feb 2011-Sept 2012); total grant sanctioned and utilized was Rs. 1.20 lakh.
- Dr. Mandeep Kaur (Punjabi) completed a UGC sanctioned minor research project titled *Rai Sikh Community of Ferozpur District: Literary Survey and Evaluation* (October 2010-November 2012) . Total grant sanctioned and utilized was Rs. 96, 776/-.

- Dr. Jagdish Kumar (History) completed a UGC sanctioned minor research project titled *Printing Press and Development of Punjabi Language, 1849-1919* (April 2010-January 2012). Total grant sanctioned and utilized was Rs. 1.10 lakh.
- The college received and spent a grant of Rs. 5,00,000/- from ICSSR for organizing a ten day research methodology workshop (21-30 March,2015).

Collaborative research activity:

- Dr. Neena Mehta (Hindi) is co-investigator in an ongoing UGC sponsored major project on *Comparative Study of Dalit Stories in Hindi and Punjabi* from April, 2012. The project has been taken up in collaboration with Dr. Braham Ved Sharma, Asst. Prof. in Hindi, D.A.V. College, Malout, Punjab. The total grant received is Rs. 4,63,000/-
- Dr. Prabhjeet Kaur (Physics) is co-investigator in an ongoing project on cell proliferation studies of roughened surfaces started in November, 2014. She is working as an independent researcher in collaboration with Dr. Monisha Dhiman, Central University of Punjab, Bathinda.

3.3 RESEARCH FACILITY

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

- A well equipped library with internet connectivity and e-resources such as INFLIBNET; 6000 e-journals and 31,35,000 e-books; 61 periodicals and journals in print; 24,859 books in print.
- Laboratories such as science (physics, chemistry, botany, zoology) laboratory, dark room, biotechnology laboratory, fashion designing (garment construction, textile, computer) laboratory, computer laboratory, language laboratory, home science laboratories, geography laboratory, music laboratory.

- Wi-fi campus and infrastructural facilities such as computer systems, scanners, printers, reprographic machines.

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

Besides maintaining and upgrading the existing infrastructural facilities on a routine basis, the college creates new facilities time to time to meet the needs of researchers in the newly emerging areas. The college administration regularly takes stock of the available resources invites suggestions and recommendations for further enrichment from various stakeholders. For the detail of the improvements and additions made as a result refer to 4.1.3.

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

Refer to 3.2.6.

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

The college facilitates the students' and research scholars' visit to the affiliating and other universities by issuing a letter of recommendation to them.

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

For the detail of the library and e-resources refer to 3.3.1.

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

N.A. as the college does not have any research institute.

3.4 RESEARCH PUBLICATIONS AND AWARDS

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

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

In order to establish an interface between academic knowledge and the needs of the villages amidst which the college is situated, the Department of Basic Sciences has initiated a programme under the title "Rural Academia Interface". Its first activity was carried out on April 12, 2016 at the village Khunan Kalan where Dr. Mandeep Kaur, Asst. Prof. in Botany, interacted with the villagers regarding the benefits of vermicomposting. Two students from the department Jyoti and Nimarpreet Kaur gave the demonstration of the process. The programme also included government agency in the form of Agriculture Development Officer, Malout, S. Sukhwinder Singh who briefed the villagers about the government policies and schemes regarding aid for setting up a vermicompost pit.

The diet counseling cell being run at the campus is another effort of the institution to make the students, and through them the community, aware about healthy. The recent activity of the cell focused on the awareness about nutritional anemia.

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

No, the college neither publishes nor partners in the publication of any research journal.

3.4.3 Give details of publications by the faculty and students:

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

Name of the Faculty	Number of Books with ISBN	Books Edited	Number of Chapter in Books	Number of Publication in peer Reviewed in Books	Number of Publication listed in Scopus/web of Science	Number of Papers with ISSN	Impact Factor	Articles in Souvenir/ Newspaper
Dr. Jasjit Kaur	01		03	01		05		
Dr. Nirmaljit			02			05		
Mrs. Gurvarin			01					

der Kaur							
Mrs. Ruchi Kalra			02				
Ms. Ramanpreet Kaur			01			01	
Dr.Neeta Kumari			01	03		03	
Mrs. Sandeep Kaur				02		02	
Ms. Majwant Kaur								37
Dr. Neena Mehta		02	03	01		01	
Dr. Neeraj Gupta	01		01	01		01	
Dr. Rana Baljinder Kaur	01					07		04
Dr. Mandeep Kaur	02	01	01			03	
Ms. Paramjit Kaur	02	01	02			05		04
S. Sukhwinder Singh						01		02
Ms.Kulwant Kaur						01	
Ms. Monika Garg						02	
Dr. Anita Rani				08	15	01	1-2	
Dr. Prabhjeet Kaur				04	06		1-3	

Dr. Harpreet kaur				09	01		0-4	
Dr. Mandeep Kaur				01				
Dr. Sukhwin der Kaur					06		0-1	
Ms. Kirandish Kaur				01			0-7	
Ms. Harmanj ot Kaur				01		01	0-1	
Dr.jagme et Kaur				05	02			
Ms. Navjot Kaur					01			
Ms. Shaveta	01			04		2		
Ms. Amanpre et Kaur				01		01		
Mr. Sunil Kumar				09	02	09		
Ms. Rupinder pal Kaur				01		01		
Dr. Jagdish Kumar	01			01				
Ms. Gurvinde rpal Kaur				01				
Ms Seema Kaur				02		04		
Ms. Satinderp al Kaur	01		02	02		03		
Ms.	01		02	01		01		

Navneet Rana							
Dr. Bali Bahadur		02	04		04		
Ms. Navneet Saini	01						

3.4.4 Provide details (if any) of

- **research awards received by the faculty**
- **recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally**
- **incentives given to faculty for receiving state, national and international recognitions for research contributions**

As the college does not have any recognized research centre, and the faculty has few chances of pure research, the possibility of receiving research awards for the faculty is rendered negligible. However, a significant number of our teaching staff has been recognized, by various agencies and association, for their expertise in their respective subjects. The detail is as below:

- Dr. Anita Rani, Asst. Prof. in Physics, is a reviewer of 61st DAE Solid State Physics Symposium sponsored by BARC, Mumbai, held at KIIT University, Bhubaneswar, 26-30 December, 2016.
- Dr. Harpreet Kaur, Asst. Prof. in Botany, is a reviewer of there journals: Plant Systematic and Evolution, Acta Biologica Cracobiensie Series Botanica, National Academy of Sciences.
- Dr. Prabhjeet Kaur Dhillon is ESB Awardee of 26th Annual Conference of the European Society for Biomaterials held at Liverpool from 31st August – 3rd September, 2014.
- Dr. Neena Mehta is the faculty editor (Hindi Section) 2015-16 of the Annual

magazine "Jawan Tarang", Dept. of Youth Welfare, Panjab University, Chandigarh.

- In addition, five of our teachers are the members of Board of Studies of different universities (refer 3.7.5).

3.5 CONSULTANCY

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

- For establishing institute-industry interface, the college invites the experts with first-hand experience from various fields to interact with students and teachers.
- The students under different programmes, as a matter of practice, are taken for field visits to familiarize them with the practical aspects of their areas of study.
    - The students of BBA are sent for training/internship in various industries for acquiring HR Skills, and Digital and Cooperative Marketing Skills.
    - The students of M.Sc.IT are sent to software development companies for training purposes.
    - The students of M.A.(Sociology) also go in the field for hands-on experiences in the tasks like data collection, preparing questionnaires, conducting interviews etc.

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

The institution is liberal in adjusting the work schedule and granting duty leaves to the faculty members who go for consultancy. The available expertise is publicized through the prospectus.

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

The institution encourages the staff to utilize their expertise for consultancy services by granting duty leaves and making the needed adjustments in their teaching schedules. Also, they are allowed to utilize the facilities available in the college as per the demands of the purpose.

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

Detail of Consultancy services provided by the faculty;

Name of the faculty	Event	Topic	Date	Place
Dr. Anita Rani	Subject Expert	To Interview	24/9/16	Govt. College, Muktsar
	Subject Expert	Discussion of Teaching Methodology in Physics	10/1/17	Panjab Degree College, Mehmuana, Faridkot.
	Subject Expert	Paper Setter (PTET)	2015	Panjab School Education Board, Mohali.
Dr. Harpreet Kaur	Subject Expert	Paper Setter (PTET)	2015	Panjab School Education Board, Mohali.
	Subject Expert	To Interview	24/9/16	Govt. College, Muktsar
	Subject Expert	To Interview	24/9/16	Govt. College, Muktsar
	Subject Expert	To Interview	24/9/16	DAV Public

Ms. Monika Garg				School, Muktsar
Dr. Jagmeet Kaur	Subject Expert	A Part of Inspection Team constituted by Panjab University Chandigarh, for the affiliation of B.Com (U.G. Programme in Commerce).	11/2/17	
	Subject Expert	To conducting viva	18/3/16	Govt. College, Muktsar
	Subject Expert	To conducting viva	15/3/15	P.U. Regional Centre, Kaoni
Dr. Jagmeet Kaur	Chairperson	To chair the technical session national conference	5/4/16	Mata Sahib Kaur Girls, College Talwandi Sabo
Ms.Kirandish Kaur	Subject Expert	Paper Setter (PTET)	2015	Panjab School Education Board, Mohali.
Ms. Satbir Kaur	Subject Expert	Paper Setter (PTET)	2015	Panjab School Education Board, Mohali.
Dr. Neeta Kumari	Subject Expert	Paper Setter (PTET)	2015	Panjab School Education Board, Mohali.

Mr. Sunil Kumar	Subject Expert	To Interview	11/4/16	National College of information technology

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

Income generation through consultancy is not in the stated policy of the college. Hence, it does not share the honorarium (if any) received by the faculty members for their services.

3.6 EXTENSION ACTIVITIES AND INSTITUTIONAL SOCIAL RESPONSIBILITY (ISR)

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

It is through the activities of various cells/clubs/student associations that the institution strives to engage students in such activities as orientate them towards the service of the community at large. Furthermore, carrying on these activities and initiatives contribute not only in making them good citizens but also in their holistic development. Following is the list of such associations active in the campus: Gurmat Sabha, Nanhi-Chhaan Cell, Diet-Counselling Cell, Legal Literacy Club, Red Ribbon Club, NCC, NSS, English Literary Society, Punjabi Sahit Sabha, Hindi Sahitya Parishad, Economics Association, Guru Nanak Sociological Society, Science Society, History Association, Mathematical Association, Management Students' Association

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

Dean, Academic Affairs of the college and IQAC collects details of the students' involvement in various social movements/ activities promoting citizenship roles. The record contains the information collected from different departments, clubs, cells, and societies.

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

The institution seeks stakeholder i.e. students, parents, management, and alumni, perception to evaluate and improve its overall performance and quality. Students' feedback is taken through specially designed feedback forms as well as through Student Council. Parent-teacher meetings bring the perception of parents regarding the performance of the institution. Regular meetings are held with the members LMC (Local Managing Committee) to solicit their views. The opinions on the quality of performance of the college are also sought from alumni in Alumni Meets.

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

The college plans and organizes its extension and outreach programmes through NCC, NSS, various cells and clubs as well as through different departmental societies. The teachers-in-charges of all these units plan their activities in consultation with the principal and also get their estimated expenditure sanctioned from her. These activities play a significant role in sensitizing the students about the needs of the community and the environment and developing the qualities of good citizenship in them.

List of major extension and outreach programmes:

Date	Institutional Social responsibility (ISR) and extension activities
17-02-10	Campaign " Save Water Save life Save Future" Released Pamphlet on This topic and distributed in Slum Area of Muktsar
02-11-11	Organized a "Eye donation Camp" with Red Cross Society.
02-11-11.	Organized Eye Camp along with Economics department The resource persons were Dr. Yuvraj Markan and Dr. Meenakshi Markan
29-08-12	Visited "*Khust Aashram*", Muktsar and donate eatables, Medicines, Cloths, Spectacles and articles of daily use.
10-11-12	Social Awareness on " Save Water"
2012-13	Distributed 800 plants to the graduates at convocation
2012-13	Special lecture on Female Foeticide
2012-13	Distributed 800 plants to the graduates at convocation
16-02-13	Organized seminar on " Best way of Life"
30-08-13	Social awareness on "Leader for the day after tomorrow"
06-12-14	Visited " Old age home", Muktsar
2014-15	National seminar " Ajoki Nari: Dasha and Disha
09-02-16	A "Cycle Rally" to aware people of benefits of cycling for better environment, safe road and good health.
26-02-16	An awareness campaign "Polythene free campus" to make environment eco-friendly and healthy.
12-03-16	Organized "Pink Marathon for Women Empowerment" with collaboration of Distt. Officer.
12-04 16	The department has initiated a programme under the title "**Rural Academia Interface".** Its first activity was carried out at village Khunan Kalan with the involvement of government agency. Purpose of the event was to aware

	villagers about the government policies and schemes regarding aid for setting up a vermicompost pit.
14-03-16	Organized Blood **Donation Camp by Red Ribbon Club**, sociology department, Computer Science department, department of basic sciences.
09-09-16	Students visit to Birdha Ashram and Kusht Ashram on
12-09-16	Organized special lecture on "Peddy Straw fire and its Consequences"
23-09-16	Orientation Programme on "Social awareness"
28-09-16	Visit to slum area to aware about "Chikungunya"
2013-16	Tree Plantation
25-01-17	Celebration of 7th National Voters' Day
06-02-17	Poll survey after the General Elections to Punjab Legislative Assembly on 4 February, 2017.
15-02-17	Orientation Programme on Functional English for the students of 10+2 of Guru Nanak Collegiate Sen. Sec. School, Muktsar.
17-02-17	Organised social awareness Programme on "Woman Health Awareness"
08-03-17	Organization of the event *Re living Street Games* to retrieve some of the Punjabi folk games played by the students in the past. The event coincided with the visit of S. Fauja Singh, a centenarian marathon runner of international repute.
20-03-17	Awareness campaign on Iron deficiency anemia by home science department

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

The dissemination of information regarding various cells/clubs/student associations functional in the college begins right from the prospectus which contains their basic

details along with the names of the teachers-in-charge. The students need to show their preference for any one of such programme shown in the admission form. The admission committee also helps the students in making the choice according to their tastes and capabilities. The students are also encouraged to take membership of these agencies in orientation programmes, in tutorials, through announcements on public address system, and by displaying information on notice boards.

The fructification of these efforts gets manifested in the encouraging number of student membership in various cell/clubs/associations active in the college (detail in 3.6.1). Further, the college has two units of NCC with 54 cadets in each unit and two NSS units—one aided and the other self-financed—with 100 volunteers in each.

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

Refer to detail provided in 3.6.4

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

The college plans its extension activities with the objective of making the learning of its students a holistic experience bringing the academic, community, and environmental aspects together. For instance the cycle rally organized by the college aimed at sensitizing the students as well as the society through them regarding the benefits of cycling for better environment, safe roads and good health. It brought encouraging outcomes as some of the students actually shifted from scooters to cycles and many other expressed their decision to do so. In the same vein, in the awareness campaign "Polythene Free Campus" students took pledge not to use polythene bags not only in the college campus but also in their routine life. In vermicomposting project initiated by the college, the students and the teachers of the department of Basic Sciences visited a nearby village Khunan Kalan where

the teachers gave a presentation to the villagers explaining the process and benefits of vermicomposting. Here, the students of B.Sc. (Med. & Non-Med.) did a great job in giving a demonstration of the process. Resultantly, the women of the village showed a particular interest in the process expressing that they would use the technique for their kitchen gardens.

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

In its all reach out activities targeting the community development, the college ensures the active involvement of community and, where needed, of the administration also. In the aforementioned vermicomposting project, the whole of the community of the village Khunan Kalan was involved through the sarpanch. The cycle rally starting from the college made its way through the busy bazaars and street of the city spreading its message among the members of the community. Furthermore, in this activity as well as in the awareness campaign "Polythene Free Campus", the college established a direct access to the community through the involvement of its students who are the future face of the society.

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

The institution has formed a positive and productive relationship with a number of institutions in the locality for working on various society-centric programmes. In the last four years, it has worked with the following institution/agencies:

- Guru Gobind Singh Study Circle, Muktsar, since 2001, has been organizing in the college various events such as personality development camps; inter-college youth festivals; seminars, special lectures, and rallies for anti-drug awareness; academic and religious tours and trips; exhibitions of ancient musical instruments

and arms and weapons; competitions in poem recitation and fine arts on the occasions of gurupurab.

- District Legal Services Aid Authority, Muktsar holds lectures and seminars to apprise the students of the legal provisions to protect their rights.

- *Ajit,* a Punjabi daily, donates saplings to be distributed among the students and the staff of the college under Ajit Haryawal Movement.

- Forest and Wildlife Protection Department, Muktsar, besides donating plants, organizes various competitions in poster making, painting, slogan writing, and declamation in the campus.

- Sarbat Da Bhala Charitable Trust, Muktsar extends financial aid to the economically weaker students of the college.

- Adesh Hospital and Research Centre, Muktsar collaborates in the organization of blood donation camps in the college.

- Red Cross Society, Muktsar regularly invites the college students to participate in the various competitions held by it.

- Red Ribbon Club of the institution is being run under the patronage of Assistant Director, Youth Services, Muktsar. It strives for AIDS awareness in the community and organizes blood donation Camps.

- Aatam Pragas Social Welfare Council, Ludhiana organized an academic workshop on *Effective Teaching: Methodologies and Responsibilities* in the college campus. It also invited to students of the college to participate in its activities at Sri Amritsar.

- The college collaborated with the office of Deputy Commissioner, Muktsar in organizing Pink Marathon for the empowerment of women.

- A cycle rally with the support of the Senior Superintendent of Police, Muktsar was organized by the college with the mottos of good health, safe roads, and clean environment.

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

Details of appericiation received by the faculty for extension activities;

- Dr. Jasjeet Kaur, Assistant Professor in Economics awarded with Certificate of appreciation from District Legal Services Aid authority, Muktsar on 27.10.2012.

- Shaveta Dargan, Received certificate of appreciation for participating as a nodal officer in one day Cluster Level Sensitization Workshop held at Guru Nanak College For Girls, Muktsar collaboration with Punjab state AIDS control society on in 13th Nov,2013.

- Dr. Prabhjeet Kaur Dhillon in ESB Awardee of 26th Annual Conference of the European Society for Biomaterials held at Liverpool (UK) from 31st August-3rd September, 2014.

- Dr. Jasjeet Kaur received Appreciation certificate from Muktsar Welfare Club (Regd.), Road Society N.G.O, Punjab, 21-09-14

- Mrs. Shaveta Dargan, received Appreciation certificate for conducting scholarship examination of the students in the college by All About Education Society, Bathinda on January, 2015.

- Dr. Jasjeet Kaur: Certificate of appreciation by the 'Prime Minister' Relief Fund' for contribution in national relief fund on 11th January, 2016.

- Dr. Jasjeet kaur: letter of appreciation by the manger of 'Old age home' for contribution of social services form the last ten years.

- Nrimaljit Kaur: recognized for judgment for item-'Giddha'at state level function at Nehru Yuva kendr January, 2016.

- Shaveta Dargan received Appreciation certificate for the contribution of the Assistant Coordinator in the One Month Skill Development Program on "Electronics System Design and Management" conducted by IQBRI Pvt. Ltd. Mohali from 15th February, 2016 to 15th March, 2016.

3.7 COLLABORATION

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

Dr. Navneet Kumar, Asst. Prof. in Physics, paid visits to Brookhaven University, USA for his research purposes. He was engaged in a collaborative research there on the subject of GOD's particle.

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

To provide its students with the opportunities to widen their horizon and keep themselves acquainted with the latest in their fields, the college organizes student enrichment programmes of diverse kinds. For the purpose, it collaborates with the other institutions or industries according to the need of the students. 3.6.9 Contains the details of such collaborative efforts.

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

Contributing to the support of the students with outstanding performance in different spheres and for their morale boosting, the college have a number of awards/scholarships installed by different individuals/families from the society. These are as below:

ANNUAL AWARDS		
Name of Award	**Eligibility**	**Amount**
Ms. Baljinder Kaur Mann memorial award	Student who secured 1st, 2nd, 3rd position in the combined merit list of annual examination conducted by the Panjab University, Chandigarh	1st Prize : 5100/- 2nd Prize: 3100/- 3rd Prize : 2100/-
Bhai Shaminder Singh Memorial Award	Best Athlete in annual athletic meet	Rs. 1100/-
Sr. Malkit Singh Bham Memorial Award	1st Position in BA-3rd	Rs. 500/- and a memento
Smt. Hardev Kaur Bhinder Memorial Regularity Award	Overall Best Student	Rs. 500/- and a memento
Amrita Kaur NRI Award	Best Sports Person	Rs. 5000/-
Ms. Baltej Kaur Sidhu Memorial Award	Best Cadet of NCC	Rs. 500/- and a memento
Principal A.P Sharma Memorial Award	Student who have maximum numbers in BA-3rd Philosophy	Rs. 2100/-
Smt. Maya Devi Memorial Award	Student who have got maximum marks in MA-II history	Rs. 3100/-
Sr. Sadhu Singh and Sardarni Surjit Kaur Memorial award	Special achievements in Sahit.	Rs. 500/- and a memento
Sr. Abhayjit Singh Dhillon Memorial Award	Best athlete in Annual athletic meet	Rs.1100/-
Smt. Gurdial Kaur Memorial Award (Started	Maximum marks in 10+2 exam and studying in BSc-1st year	Rs. 12000/-

in 2015-16)		
Sardar Jagjit Singh Sidhu Memorial Award	Differently-abled student	Rs. 5000/-

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

Refer to 3.1.6 and 3.1.8.

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

a) **Curriculum development/enrichment**

Five teachers from the college are members of different Boards of Studies.

- Dr. Jasjeet Kaur (Associate Professor in Economics) is a member of Board of Studies (PG) Dept. of Economics, Panjab University, Chandigarh (2013-2015).
- Dr. Neena Mehta (Asst. Prof. in Hindi) has been a member of Board of Studies (PG) Dept. of Hindi, Panjab University, Chandigarh since 2015-16.
- Dr. Nirmaljeet Kaur (Asst. Prof. in Philosophy) has been a member of Board of Studies (U.G), Department of Philosophy, Panjab University, Chandigarh since 2013.
- Dr. Jagdish Kumar, (Asst. Prof. in History) has been a member of Board of Studies (UG) Department of History, Panjab University, Chandigarh (2011 to 2013).
- Dr. Anita Rani (Asst. Prof. in Physics) is a member of Board of Studies (UG) Dept. of Physics, Khalsa College, Amritsar (Autonmous Body) (2016-2018).

b) **Internship/On-the-job training**

- The students under different programmes, as a matter of practice, are taken for field visits to familiarize them with the practical aspects of their areas of study.
- The students of BBA are sent for training/internship in various industries for acquiring HR Skills, and Digital and Cooperative Marketing Skills.
- The students of M Sc IT are sent to software development companies for training purposes.
- The students of M A (Sociology) also go in the field for hands-on experiences in the tasks like data collection, preparing questionnaires, conducting interviews etc.

c) **Summer placement**

d) **Faculty exchange and professional development**

e) **Research**

f) **Consultancy:** Refer to 3.5.4

g) **Extension:** Refer to 3.6.9

h) **Publication:** Dr. Neena Mehta (Asst. Prof. in Hindi) has been the Faculty editor (Hindi Section) 2015-2016 of the Annual magazine *Jawan Tarang* Dept. of youth Welfare, Panjab University, Chandigarh.

3.7.6 Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/collaborations.

The college plans, establishes as well as implements its collaborative and extension activities with the suggestions and support of all of its stakeholders i.e. students, staff, management, and community. While deciding about the nature and kind of the activities and the events, the needs of the students and, at the same time, of the society and environment remain the chief parameters.

CRITERION- IV: INFRASTRUCTURE AND LEARNING RESOURCES

4.1 PHYSICAL FACILITIES

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

Policy of institute for creation and enhancement of infrastructure is framed in accordance with the prime objective of SGPC to meet changing trends and the international standard of education. The management has positive approach and also procures funds as per need for the development of physical infrastructure and facilities to run various programs effectively.

The strategy is chalked out by local management committee, principal and bursar in consultation with building construction committee and purchase committee. Policy focuses to create and enhance new infrastructure, renovate and maintain existing infrastructure in line with increasing student strength and technology up gradation.

4.1.2 Detail of facilities available for

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

B) **Extra –curricular activities – sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, public speaking, communication skills development, yoga, health and hygiene etc.**

(A) Detail on facilities is as given below:

Classrooms: The college has three teaching blocks housing 46 classrooms and 20 laboratories. Each classroom is equipped with basic facilities like green/white board, lecture stand, chairs, fan and electricity fitting for smooth functioning of teaching.

Technology enabled learning spaces: Library, seminar hall, laboratories, computer laboratories and digital language lab have computers and internet facility for advanced

teaching and learning requirements. College has three classrooms with smart board available for interactive dynamic teaching. Apart from this, the institute also has 6 projectors placed in classrooms and seminar hall. One portable projector is also available in the institute. All the departmental offices have computers with internet facility.

Seminar halls: one fully air conditioned seminar hall with the seating capacity of 200. The hall is equipped with audio-visual aids including projector, display screen, internet facility and audio system.

Tutorial spaces: Class Rooms is used for tutorials.

Botanical garden: The institute has a botanical garden. The area is maintained and monitored by the faculty of botany and nursery men.

Coaching centre for Competitive exams: College has a coaching centre in its premises working under experienced teaching faculty of college. Under its guidance and support, students are prepared to qualify UGC NET and other competitive exams.

Laboratory: college has 20 spacious laboratories including Science laboratories, Fashion designing laboratories, Biotechnology lab, Computer laboratories, Geography lab, Home science lab, Language lab and Music laboratories. All laboratories have specially designed work benches and cupboards for easy handling of articles during practice. Store rooms for storage of lab equipments and chemicals are also provided for laboratories. Instruments are calibrated and repaired from time to time as per need. All laboratories have lab attendants for instructing and monitoring the student's activities in laboratories. In the last five years, Science laboratories and Fashion Designing laboratories have been established in campus**.** Computer laboratories and language lab have been upgraded and relocated to newly constructed IT Block.

Specialized facilities and equipment for teaching, learning and research: College has 4 computer laboratories with all IT facilities. The campus has Wi-Fi internet facility to enrich the knowledge of teachers and students. All the laboratories are equipped with latest equipments for giving hand in experience of practical work. All departmental offices have computer facility to aid teaching and learning. Departments maintain

departmental book bank to provide books and other learning materials to faculty and students.

In order to channelize the creative energy of the youth, the college provides a platform to the willing and enthusiastic students. The add-on department of Journalism maintains a **wall magazine** showing students' creativity in writing on burning issues, personality development and general awareness.

(B) Sports:

Mai Bhago stadium is a two storey building having spectator gallery and grassy ground with standard track of 400 m. Along the periphery of the ground there are cemented steps for seating of students. Sports stadium building also has one multipurpose hall for indoor games.

Outdoor and indoor games: the institute has 400m track for all track and field events, play grounds for Volleyball, Hockey, Football, Hand ball, Badminton, Kho kho, Kabbadi and Gatka (Sikh martial art) and one hall for indoor games like Taekwondo, Judo, Table Tennis, Boxing and Kabbadi (National style).

Gymnasium: Gymnasium is furnished with twister, leg and arm curling machine, bench press, treadmill and multipurpose mats etc.

NSS: The institute has two NSS units with 100 volunteers allotted in each, working under two programme officers. NSS office is housed in the stadium building with facilities like computer, internet and almirah for storage.

NCC: NCC office is located in the stadium building. It is furnished with computer, internet facility and almirah. The unit has adequate material for cadets.

Cultural activities: The institute has two open air stages to conduct the cultural activities. The institute maintains a **heritage museum** in campus. The museum contains articles related to Punjabi Culture.

Public speaking: The institute has public addressing system connected to all corridors with central control in reception area for addressing students, teaching and non teaching staff members.

Communication skill development: For communication skill development, there is a language lab with 1 LCD, internet facility and 11 computers configured with orell software and connected with headphones.

Health & Hygiene: the college has one visiting doctor for hostel. In addition, one person is appointed for 24 hours emergency services. Various awareness camps and seminars are organized time to time.

For hygiene purpose, each building has toilets. About 20 class IV employees are deployed for cleanliness of the entire campus. Dustbins are kept in each corridor, passages and other open areas. Also considering the impotability of ground water in the Malwa region, the college has 6 water filters with RO system.

Other physical facilities in the college:

Administrative block: for administrative work college has an administrative block with biometric attendance system. The block houses the offices of the principal with retiring room, the bursar, dean academic affairs, dean UGC affairs, registrar house examination, and superintendent and account office and clerical office. All the offices are furnished with computers with IT facility and furniture. There is a spacious reception area to seat 50 people in waiting coming to meet the principal. To foster the practices of hospitality, a kitchen and pantry is operational in the block.

Committee Room: For meetings a well furnished committee room with attached washroom is housed in the administrative block.

Gurudwara Sahib: for religious activities, Gurudwara sahib is situated within the premises of the hostel.

Parking area: college has three parking areas for students, faculty and college vans respectively. Each entry gate of parking area has security men to check entry of outsiders.

Lawns: the institute has 10 beautiful grassy lawns with eye feasting landscape for students and faculty to spend their leisure time. The rich landscape is maintained by support staff. The beautiful scenery gives entirely different appearance to campus in contrast to the city.

Shopping centre: one shopping centre with 9 shops including a general store, a book shop, a photography studio, a food point, a café, a garments shop and other related shops to meet the daily needs of boarders and day scholars.

Canteen: the institute has one spacious tastefully furnished canteen with separate sitting areas for students and faculty. The quality and hygiene of food served in canteen is regularly checked by the canteen committee.

Common room for students: there are two common rooms for students of undergraduate and postgraduate classes.

Staff room: College has one well furnished staff room with air cooler, refrigerator, microwave oven and storage facility for faculty.

Transport: College has a bus to transport the players, NCC cadets and for other students for various purposes. More than 50 vans cover the area of radius of 45 km of the town.

Generator: for uninterrupted power supply, the institute has three generator sets with capacity of 25KV, 83KV and 125 KV.

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

College has adequate infrastructure to meet the requirement of 8 undergraduate, 7 post graduate, short term and add-on courses with 2500 students' on rolls. The institute always focuses to fulfill the growing needs of student and faculty. The highly committed administration always ensures the availability and optimal use of infrastructure. Heads of department and incharges of various co-curricular and extra-curricular activities analyze the requirements from time to time. The requirements are planned for infrastructure augmentation on regular basis (refer 4.1.1).

To examine the optimal use of infrastructure, incharges are deputed in each block that ensure the presence of students in classrooms and laboratories and utility of

infrastructure. All classrooms and laboratories remain busy according to scheduled time table. Lecture wise time table is displayed outside each room which shows the availability of rooms in different periods. The seminar hall, library remains busy almost every day for extension lectures, seminars, workshops and various other academic activities.

The institute also provides infrastructure to carry out several activities besides regular academic activities.

- The college is used as examination center by state government, C-DAC, TET and various other recruiting agencies.
- The institute is used for conducting cultural and religious activities.
- The Infrastructure is also used as Evaluation Centre of Panjab University, Chandigarh.
- Building is used for creating polling stations during Lok sabha and State Assembly elections and also as centers for making new Voter Cards/Aadhar Cards etc.
- Sports stadium is also used as venue for conduct of Zonal and District level matches of schools and colleges, athletic meets by District Athletic Associations from time to time.

The facilities developed/augmented in the last four years

A number of new facilities have been developed in the institute in the last four years. The college has constructed fully furnished faculty house and guest house for comfortable stay of staff and guests. Two storey sports stadium is also among newly constructed buildings in the campus. Students' hostel building has been extended to increase accommodation of boarders. Science laboratories and Fashion Designing laboratories have been set up in recent years. Detail of amount spent in augmentation of infrastructure is as shown in table

S No.	Description	Amount Spent in Rs 2012-13	Amount Spent in Rs 2013-14	Amount Spent in Rs 2014-15	Amount Spent in Rs 2015-16
1	Books	2,55,610/-	5,08,748/-	1,96,073/-	1,92,619/-
2	Laboratories	27,19,854/-	9,52,107/-	1,98,107/-	4,42,655/-
3	Furniture	16,70,639/-	6,20,823/-	2,23,795/-	6,02,586/-
4	Equipments	5,07,788/-	11,57,680/-	6,23,796/-	13,43,375/-
5	Sports	61,445/-	78,700/-	69,120/-	3,90,452/-
6	ICT	8,90,710/-	6,89,928/-	3,47,418/-	1,19,591/-
7	Misc.	4,00,050/-	2,47,688/-	19,23,058/-	42,14,016/-

Master Plan of the college: The master plan is enclosed as Annexure-I

Future plan of expansion of physical facility:

Construction of **Gurudwara Sahib** and **common room** for students is under future plan.

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

The institute gives emphasis on creation and improvement of infrastructure facilities to meet the requirement of differently-abled students. Ramps are built in newly constructed teaching block for the ease of such students. There is provision of special toilets for such students. Special care is taken while framing time table and examination seating plan. Classrooms for differently abled students are confined to ground floor. Vehicle access of handicapped students to utmost point of building is given.

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

- **Hostel facility – accommodation available**
- **Recreational facilities, gymnasium, yoga center, etc.**
- **Computer facility including access to internet in hostel**

- **Facilities for medical emergencies**

- **Library facility in the hostels**

- **Internet and Wi-Fi facility**

- **Recreational facility-common room with audio-visual equipments**

- **Available residential facility for the staff and occupancy**

- **Constant supply of safe drinking water**

- **Security**

Hostel faculty: College has one Mai Bhago Girls' hostel within the premises with 74 rooms and one warden room with attached office. The girls' hostel is divided into 4 blocks with 300 accommodation capacity. All the rooms have air coolers and uninterrupted power and water supply. The hostel is also equipped with solar and electric geysers for hot water during winters.

For hostel service a warden, one assistant warden, one clerk and five class IV employees are appointed.

Recreation facilities:

- Hostel has one recreation room with LCD and audio system where the hostlers can spend their leisure time.

- The hostel also has badminton court for outdoor game.

- In addition, there is reception area and a room for visitors with attached kitchen. A peon is appointed permanently for service during visiting hours of parents and guardians.

- Newspapers and magazines are subscribed for hostlers separately.

- Canteen is available for hostlers during day time.

- There is a spacious dining hall with seating capacity of 100.

- Hostlers have access to lawns in college campus till limited hours in the evening where they can enjoy lush green beauty of college.

Computer facility: One computer system in warden's office is also available. Hostlers are allowed to keep laptops in their rooms.

Medical facilities: there is an arrangement of one qualified doctor who visits hostel twice a week. One person is permanently appointed for medical emergencies.

Internet and Wi-Fi facility: Hostel has Wi-Fi internet facility.

Residential facility for staff: Mata Tripta faculty house is situated in the college for outstation staff. It has 4 fully furnished apartments having uninterrupted power and water supply. The faculty house has 2 solar geysers to supply hot water and 1 water purifying unit for safe drinking water.

For guests and resource persons from outside, college has 6 guest rooms situated in stadium building.

The college also has made provision of accommodation for two drivers and a gatekeeper in the campus.

Security: The institute gives a great emphasis on security and safety of girl students. For the purpose college has 24 hrs security systems for college and hostel.

- To keep vigil on activities, each building has adequate number of CCTV cameras with monitoring screen in the principal's and warden's office.
- Two gatekeepers, one armed watchman and two guards are appointed by the college for security of college and hostel.
- The campus is enclosed with 12 ft high boundary wall to avoid trespassing
- There are 15 flood lights to counter darkness during night.

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

The college provides first aid service to staff and students for minor medical problems. In hostel a general physician visits twice a week for addressing the medical problem of hostlers. To handle emergency situations, one person is appointed on permanent basis to take patient to hospital. Moreover, seminars and health care camps are organized from time to time in college by various units.

4.1.7 Give details of the common facilities available on the campus –spaces for special units like IQAC, grievance redressal unit, women's cell, counseling and career guidance, placement unit, health centre, canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.

College offers a wide scope in common facilities for students and staff within the campus. The institute has about 15 active units working under incharges who take care of curricular, co-curricular and extra- curricular aspects in every sense. The institute has provided special rooms for IQAC, students' welfare department, career guidance and coaching centre and red ribbon club. Other units have individual incharges who work from their departmental offices. Among additional common facilities and services college has a canteen, shopping center, stationery room. Detail of facilities is as follows:

- **IQAC:** Office of IQAC unit is housed in the administrative block. Meetings of IQAC are held in the principal's office regarding performance evaluation and quality up gradation.

- **Grievance Redressal cell:** The unit is working under Vice Principal from its office in administrative block. The cell strives for immediate and effective redressal to students' complaints and problems.

- **Studens' Welfare:** Students' welfare work is divided among different in charges for effective functioning. Scholarships and other welfare schemes for students are dealt with from the office of Dean, Students' welfare. Students' council is headed by a different in-charge. These offices are housed in sports stadium building.

- **Career guidance cell:** The unit is housed in computer department and works under the supervision of a   teacher from the department of computer science. Seminars, tech fests and workshops are organized by this unit. Faculty members also guide students for higher studies and job opportunities in different fields.

- **Coaching Centre for competitive exams:** the college has one coaching centre for competitive exams housed in sports stadium building. The centre guides and prepares students for UGC-NET and other competitive exams.

- **Nanhi Chhaan Cell (save tree and save girl child):** The cell is housed in the department of Punjabi. Trees are planted on various occasions in college. The cell organizes various awareness programs on female feticide also.

- **Gurmat Sabha:** To make students aware of Sikh heritage, Gurmat Sabha is working under Dean, Religious activities. Its office is located   in Sports Stadium Building.

- **Alumni association:** The college has an active Alumni Association, registered under the Societies Registration Act XXI of 1860 under registration no 5979. It is functioning under the charge of a Dean. The Alumni Association maintains a cordial relationship between the College and Alumni.

- **Diet counseling cell:** Diet counseling cell is working under incharge from department of Home Science. The office is housed in the same department. Office for the cell housed in the department.

- The institute also has **Legal literacy club, Red ribbon club and Women anti harassment** working under individual incharge**.** All units organize various seminars, camps, and awareness programs for students and society.

- **Departmental Students' Associations:** The institute has literary association working under different departments like English Literary Society, Punjabi Sahit Sabha, Hindi Sahitya Parishad, Economics Association, Home Science Society, Guru Nanak Sociological society and Science society.

Canteen: College has a spacious canteen with a kitchen, serving area and separate seating area for students and staff. Infrastructure and building has been upgraded in the last five years. Canteen service and quality of food is regularly monitored by canteen committee. College also has one food point in shopping centre. Hostel mess service is also availed of by college staff during special occasions.

Stationery Room: The institute has a stationery room to make the requisite stationery such as various registers, answer books for house examinations, pro forma for recording

absentee, markers, chalk and duster etc. to the offices in the administrative block and the departments.

Recreation space: The college has a serene green campus. The beautiful landscape and the well kept lawns attract and rejuvenate the mind of spectators.

- For faculty, one common staff room is in administrative block. Each department has individual office for faculty to sit. The staff rooms are equipped with modern amenities and infrastructure.
- For students, the institute has two common rooms, a big hall in canteen and 5 grassy lawns to sit and enjoy.
- College has gymnasium for faculty and students.
- Sports ground is accessible to students during free time.
- College also has a shopping centre with 9 shops to cater daily needs, stationery, food point, photo studio and laundry.

Safe drinking water: for safe drinking water, adequate number of RO systems is installed in different teaching blocks, administrative block and hostels.

4.2 LIBRARY AS A LEARNING RESOURCE

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

Yes, library has an advisory committee. Composition of advisory committee comprises Head of the institute as **President,** Librarian as **Secretary and Three to four senior faculty members.**

The advisory committee takes important initiatives from time to time for upgradation of library materials and services. Meetings of advisory committee are organized in principal's office at the start of session. The committee frames guidelines and rules for making it user friendly. Numbers of significant initiatives have been taken by the committee in last five years for service improvement. Number of supporting staff in

library has been increased for assistance. Library maintains its website and updates information on library activities and new arrivals. Numbers of books and journals have been significantly increased in library.

4.2.2 Provide details of the following:

- **Total area of library**
- **Total seating capacity**
- **Working hours (On working Days, on holidays, before examination days, during examination days, during vacations)**
- **Layout of library (individual reading carrels, lounge area for browsing and relaxed reading, IT Zone for accessing e-recources)**

The total area of the library is 213.2 sq. mts. with the seating capacity of 125. The working hours of the library are 9.00 AM to 4.00 PM on all working days, before and during examination, during vacation except Sundays and gazetted holidays.

The library has three reading halls—one for members of the faculty and two for the students. There is subject wise arrangement of books in stack area. Newspapers, journals and magazines are kept in the periodical section. For online access of e- resources, the library has a computer section with internet facility. The library also has a circulation and maintenance section for issuing and returning books.

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

Library is very meticulous for purchase of current titles, e-journals and other reading material. Heads of department put demands for purchase of new materials which are approved by principal. Library demands catalogues from publishers, search online and look for vendors to procure material. Teachers also visit book stores and national and international book fairs for purchase of new titles.

Library holdings	2012-13		2013-14	
	Number	**Total cost**	**Number**	**Total cost**
Text books	1207	2,62,428/-	1568	5,04,903/-
Reference books	14	11,105/-	14	2,905/-
Journals/periodicals	58	45,636/-	57	63,609/-
E- resources	6000 (journals) 97000(books)	5,000/-	6000 (journals) 97000(books)	5,000/-
Library holdings	**2014-15**		**2015-16**	
	Number	**Total cost**	**Number**	**Total cost**
Text books	615	2,00,383/-	354	1,87,494/-
Reference books	8	7,370/-	9	5,126/-
Journals/periodicals	58	63,087/-	60	57,968/-
E- resources	6000 (journals) 97000(books)	5,000/-	6000 (journals) 30,00,000 (books)	5,725/-

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

OPAC	Yes
Electronic resource management package for e-journals	No
Federal searching tools to search articles in multiple databases	No

Library automation	Yes
Total number of computers for public access	4
Total number of printers for public access	1
Internet band width/ speed	15 mbps
Institutional repository	Yes
Content management system for e-learning	No
Participation in resource sharing networks/ consortia (INFLIBNET)-	Yes, college library subscribe to INFLIBNET scheme.

4.2.5. Detail on following items:

Average number of walk in	250
Average number of books issued/returned 200	200
Ratio of library books to students enrolled	1:10
Average number of books added during last three years	2537
Average number of login to OPAC	20 (monthly)
Average number of login to e-resources	10 (monthly)
Average number of e-resources downloaded/printed	7
Number of information literacy training organized	1
Detail of "weeding out" of books and other material	727

4.2.6 Give details on the specialized services provided by library

Manuscripts	No
Reference	Yes
Reprography	Yes
ILL (inter library loan service)	No

Information deployment and notification	Library has notice boards for information
Downloads	Yes
Printing	Yes
Reading list/ bibliography compilation	No
In-house/ remote access to e-resources	Yes
User orientation and awareness	Yes
Assistance in searching databases	Yes
INFLIBNET/ IUC facilities	Yes

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

Library staff provides personal assistance to staff and students in various forms. Library staff gives routine library services such as timely issuance and return of books to students and staff; checking the intactness of the returned books and replacing them in their respective shelves. The supporting staff helps in finding books by using catalogue. They also maintain a congenial milieu in library for quiet study.

In addition to routine library service, the library staff orientates visitors about services available in the library. Library assistants participate in activities like assisting in locating reference material; supervises users during exercise on computer; helps in browsing of e-resources. Library maintains its website and updates information on activities and new arrivals.

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

The library has an attendant for service of orthopedically handicapped students. As library is situated on the first floor of administrative block, the needs of such students can be catered to by the attendant at ground floor.

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

Yes, library use feedback forms to take feedback from teachers and students. Oral complaints and suggestions by users are also considered for improvements. Library advisory committee analyzes the feedback and discusses with the Principal for making the library user friendly.

4.3 IT INFRASTRUCTURE

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

Detail on computer configuration

S. No.	Detail of Configuration	No. of Computers
1.	Desktop Intel P4, 128 MB DDR RAM, 40 GB HDD, with Monitor 17 "	21
2.	Desktop Intel P4 Duel Core, 512 MB RAM, 80 GB HDD, with 17" Monitor	16
3.	Desktop Intel P4 Duel Core, 512 MB RAM DDR2, 80 GB HDD, with 17" LCD Screen	17
4.	Desktop Computer Intel Core 2 Due 3GB DDR2 RAM, 250 GB Sata HDD, Gigabite Lan Card, DVD/W, 17" TFT Screen	40
5.	DELL Desktop Computer Intel Dual Core 2.6 1GB DDR2 RAM, 320 GB Sata HDD, Lan Card, 18.5" LCD Screen	15
6.	DELL Vostro 430 Minitower Core i3-530 1GB DDR2 RAM, 320 GB Sata HDD, Lan Card, 18.5" TFT Screen	40
7.	DELL Desktop core i 3, 2GB RAM, 500 GB Sata HDD, 18.5" LCD Screen	34

8.	LENOVO Desktop, Duel Core , 2GB DDR3 RAM, 500 GB Sata HDD, Lan Card, 18.5" LCD Screen	15
9.	LENOVO Desktop, Core i 3, 2GB DDR3 RAM, 500 GB Sata HDD, Lan Card, 18.5" LCD Screen	17
	Total	**215**

Detail on hardware and software in the college

Hardware details

S. No.	Item	No.
1.	Computers in the college including hostel	215
2.	No. of printers/ scanners	27
3.	Fax machine	02
4.	Xerox machines	02
5.	Over head projectors	7
6.	White screens for projector display	03
7.	Laptops	03
8.	Internet dongles	14
9.	Pen drives	10
10.	UPS (stand alone)	04
11.	TVs	04
12.	Smart boards	03

Software details

S. No.	Software Used	No.
1.	Window 7	40
2.	Window pro 8.1	40
3.	MS office 2013	10
4.	Antivirus K7 total security	20

5.	Turbo C	01
6.	Adobe Photoshop 13	01
7.	Adobe Director Ver. 11.5	01
8.	Tuka cad	01
9.	Riech piece studio	01
10.	Riech piece CAD	01
11.	Orel	01

Computer to Student ratio: 1:14

Stand alone facility: the institute has 3 stand-alone UPS provided in computer laboratories and 1 in superintendent office.

Wi-Fi: the college has Reliance Wi-fi connection with speed 5mbps and Jio net Wi-fi with speed 20mbps covering almost entire campus.

Number of nodes/ computers with Internet facility: 75 computers in computer lab are connected with internet. All the computers in administrative block, teaching blocks, sports stadium and hostel have internet facility.

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

To cater the need of advance learners college has made huge investment on IT infrastructure. For students, computers are available in computer laboratories, library, language lab and hostel. Department offices, administrative block and offices involved in co-curricular and extra-curricular activities have computer facility.

Computers for students

S. No.	Office/ lab	No. of Computers
1.	Computer laboratories	155
2.	Fashion designing lab	4
3.	Language lab	11
4.	Library	4
5.	Hostel	2
6.	Sociology Department	1
Total		**177**

Computers for faculty members

S. No.	Description	No. of Computers
1.	Principal office	1
2.	Establishment Branch	6
3.	Superintendent's office	2
4.	Accounts office	2
5.	Bursar office	1
6.	Dean, Academics office	1
7.	Registrar office	1
8.	Library	5
9.	College reception	1
10.	IQAC	4
11.	Dean, Students' Welfare	1
12.	UGC NET coaching centre	1
13.	UGC office	1
14.	Fashion Designing dept.	1

15.	Graphic designing	1
16.	Hostel office	2
17.	Home Science dept.	1
18.	Basic Sciences dept.	1
19.	Biotechnology dept.	1
20.	Stationery office	1
21.	Hindi dept.	1
22.	Maths dept.	1
23.	Commerce dept.	1
24.	Management dept.	1
25.	History dept.	1
26.	Religion office	1
27.	NSS office	1
28.	Sociology dept	1
29.	Cultural Affairs dept.	1
30.	NCC office	1

Internet facility: The institute has 2 Wi-Fi connections and 14 internet dongles to answer the need of internet facility in the whole campus.

4.3.3. Institutional plan and strategies for deploying and upgradation of the IT infrastructure and associated facilities.

The institute makes efforts to install IT infrastructure according to change in curriculum and technology. College management and the principal always show positive approach to meet the competitive demands of IT infrastructure.

- New hardware and software, with latest configuration as per the demands of departments/ offices, are purchased.

- Up gradation or replacement of the existing IT infrastructure to resolve compatibility issues.

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

The institute makes proposal for purchase, up gradation and maintenance of computers and their accessories as per requirements of teaching and non-teaching departments. The detail is as:

Description	2011-12	2012-13	2013-14	2014-15	2015-16
Computer	8,18,140/-	8,48,200/-	4,33,248/-	3,04,908/-	1,19,591/-
Accessories	3,78,167/-	1,71,091/-	1,85,261/-	3,64,094/-	1,75,975/-
Total	**11,96,307/-**	**10,19,291**	**6,18,509/-**	**6,69,002/-**	**2,95,566/-**

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

College has provided facilities of computer and internet to staff and students. The detail of which is given as:

- Computer lab has adequate number of computers with internet facility to be used by students and faculty.
- College library has computers, printers and Xerox machine available for staff and students.
- Library also has subscription to INFLIBNET service for access to e-journals and e-books.

- Seminar hall is equipped with projector facility for seminars, special lectures and workshops.
- The institute has a Digital language lab to hone the language skills.
- The institute has 5 projectors in the classrooms of different teaching blocks and one portable projector that can be installed in classroom when the need arises.
- The administrative block is fully computerized with Wi-Fi internet facility.
- Computers in department offices are also used for preparation of teaching learning materials.

4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching- learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.

The institute gives emphasis on active learning using technology enabled learning spaces. Faculty always takes efforts for easy understanding of complex concepts using online teaching-learning resources and computer aided techniques. The following facilities render the role of facilitator for teaching-learning processes:

- For the students' support, Institute has 177 computers in different laboratories, library, classrooms and seminar hall. Technicians in computer science laboratories are always there to address student's problems.
- The infrastructure is provided to meet the curriculum requirements of the students and also to enhance their independent learning through the use of e-resources, INFLIBNET, Internet etc.
- College has 3 rooms with smart boards to prepare and deliver lecture.
- 5 class rooms have projectors for presentation of academic topics, seminars and videos for interactive teaching and learning.
- Digital language lab for students.

- Students prepare power point presentations and hold seminars in ICT enabled spaces.

4.3.7 Does the institution avail of the national knowledge network connectivity directly or through the affiliating university? If so, what are the services availed of?

No

4.4 MAINTENANCE OF CAMPUS FACILITIES

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

a) **Building**

b) **Furniture**

c) **Equipment**

d) **Computers**

e) **Vehicles**

f) **Any other**

The institute always considers the growing needs of infrastructure due to increase in courses and students on rolls. The institute allocates necessary funds for maintenance and upkeep of existing facilities and addition of new facilities.

S. No.	Description	Expenditure detail			
		2012-13	**2013-14**	**2014-15**	**2015-16**
1	Building	14,28,923/-	9,72,163/-	10,09,825/-	3,02,464/-
2	Furniture	2,04,998/-	1,96,473/-	75,954/-	1,34,181/-
3	Equipment	3,98,523/-	2,23,765/-	4,60,965/-	5,33,060/-
4	Computer	1,25,581/-	2,07,480/-	1,71,500/-	1,75,975/-
5	Vehicles	1,68,158/-	1,31,114/-	2,16,446/-	4,86,441/-
6	Others				

Generator expenditure	4,05,465/-	4,97,476/-	6,33,565/-	3,67,762/-
Sanitary repair	2,34,926/-	1,59,731/-	1,84,279/-	86,672/-
Electricity Repair	85,198/-	1,44,977/-	1,20,209/-	1,59,860/-
Sanitation exp	4,29,735/-	5,88,371/-	7,54,644/-	9,00,797/-
Ground Maintenance	2,27,470/-	4,54,375/-	6,47,471/-	7,59,104/-

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

For upkeep of infrastructure and facilities, the institute has different committees and in charges. The institute has cleanliness committee with 20 class four employees for upkeep of buildings. Similarly for landscape and ground maintenance the institute has constituted a landscape committee. College has appointed 8 gardeners and helpers for upkeep of lawns and sports ground. Attendants and technicians have been appointed for maintenance and upkeep of their respective domains.

For maintenance of buildings and facilities, the institute has construction committees, furniture incharge and sanitation and electricity incharge. Two electricians have been appointed for maintenance of electric equipments. Also heads and incharges take the services of experts for service and repair. The incharges visit their respective domains frequently to get the required repairs done. In addition, staff and students also register their complaints or suggestions with the heads of the committees for maintenance and upkeep the infrastructure and facilities.

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

Calibration and precision measures for the equipments and instruments is taken up by their respective departments. The measures are taken on the basis of following criterion:

- Faculty works on instruments/equipments at the commencement of every academic session for their uninterrupted functioning throughout the session.

- If operator observes inaccurate results while working with instruments and calibrates with given standards.
- According to the guidelines of repair or maintenance provided by suppliers or on the manuals.

After finding the problem, faculty calls suppliers/ company for repair of instrument. Servicemen visit the institute to fix the problems. Record of repaired items and their bills are maintained by the college. Computer lab technicians resolve computer related problems within the campus.

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

The institute ensures the upkeep and maintenance of sensitive equipments. Voltage sensitive instruments are installed with voltage stabilizers. Computers have UPS and standalone UPS for voltage stabilization. Two electricians have been appointed for the maintenance and upkeep of electric fitting and appliances.

Underground submersible water pumps and water tanks are constructed in the college for constant supply of water. ROs are placed in the college, hostel and faculty house for safe drinking water.

CRITERION- V: STUDENT SUPPORT AND PROGRESSION

5.1 STUDENT MENTORING AND SUPPORT

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

Yes, the college publishes two prospectus one of degree and another for professional courses. The prospectus is updated every year. It provides information to the students seeking admission in the college and enlightens them regarding the academic and administrative structure and functioning of the institution. It also provides them information regarding the vision, mission, history and a brief profile of the college. It also provides information about the different committees, facilities available in the college, facilitators, policies and programs of the institution. It is a comprehensive document that covers under graduate and post-graduate programmes offered by the college, eligibility criteria for admission in different courses, Structure of each programme, subject combinations available in each programme, an admission schedule, academic and co-academic calendar, glimpses of activities of the previous academic session, fee structure for each programme, information regarding the various scholarships, free ships, stipend, prizes and fellowships available for the different category of students. The information given in the prospectus is strictly followed by the faculty and students to ensure transparency and accountability.

The college ensures its commitment and accountability by constituting various committees/societies under the supervision of experienced faculty i.e.:

In light of the University and Punjab Govt. Rules the college administration committees, admission committee and IQAC forms, procedure and rules regarding the admission in the college. Similarly scholarships and stipends are given to the students on merit and need basis. At the beginning of every academic session various cultural societies create a

platform for the new comers to promote and search their skills and talents. Special programs such as talent hunt, the science fair are organized for this purpose. The college always follows the student centric approach. For this the college has started various welfare programs   for the students like special scholarships, freeships and remedial classes for the slow learners to enhance their academic capabilities. In addition to this, inputs in the form of feedback from the students, faculty, visitors, guests, academicians keep the institution accountable and on the right path.

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

The College follows the philosophy of Guru Nanak's teachings which believes that the institution should have the social responsibility towards the underprivileged, downtrodden and marginalized section of the society which will be helpful to create an egalitarian society. In light of this the college has formally set up an office of Dean Student's Welfare which guide and assists students requiring financial support in the form of fee concession and scholarships from the college and other funding agencies. The Dean Student's Welfare assists SC/ST/OBC and minority candidates in case of problems faced in getting the necessary forms completed and attested. The main activity of this office is to find out funding agencies that can support financially to the students and fill their scholarships forms of different categories of the students and send them to different national and international funding agencies for financial assistance. Whatsoever financial assistance the college receives from the Centre Govt./ State Govt. and other agencies, the college also add its own fund to it.

Sr. No	Type of financial assistance to the students by the college	2012-13		2013-14		2014-15		2015-16		2012 to 2016	
		No. of students	Amount	No. of students	Amount	No. of students	Amount	No. of students	Amount	No. of students	Amount
	FINANCIAL ASSISTANCE TO THE STUDENTS BY THE COLLEGE									**Grand Total Last Four Years**	
1	Mai Bhago Stipend for Needy and Meritorious students	12	15200	24	30200	47	82400	161	457929	244	5,85,729
2	Freeships for sports persons	120	880762	182	1440828	183	1743846	168	1731076	653	57,96,512
3	Poor Students Aid funds	1135	1637175	875	1230131	981	1382956	559	1190415	3550	54,40677
4	Annual Cash Awards	10	24700	12	24,700	12	24,700	14	41,700	48	1,15,800
5	Fee concession in Hostel (College Funds)	----	1,66,200	----	78,500	----	80,050	----	15,300	----	3,40.050
	Scholarships by the Top Management of the Institution SGPC Sri Amritsar										
6	Religious Examination Scholarships	04	12400	05	15500	Nil	Nil	02	6200	11	34,100
	Total	**1281**	**2736437**	**1098**	**2819859**	**1223**	**3313952**	**906**	**34,42,620**	**4506**	**1,23,12,868**

ANNUAL AWARDS

Name of Award	Eligibility for the Award	Amount
Ms. Baljinder Kaur Mann memorial award	Student who secured 1st, 2nd, 3rd position in the combined merit list of annual examinations conducted by the Panjab University Chandigarh	1st Prize : 5100/- 2nd Prize: 3100/- 3rd Prize : 2100/-
Bhai Shaminder Singh Memorial Award	Best Athlete in the Annual Athletic Meet	Rs. 1100/-
Sr. Malkit Singh Bham Memorial Award	1st Position in BA-3rd	Rs. 500/- and A memento
Smt. Hardev Kaur Bhinder Memorial Regularity Award	Overall Best Student	Rs. 500/- and A memento
Amrita Kaur NRI Award	Best Sports Person	Rs. 5000/-
Ms. Baltej Kaur Sidhu Memorial Award	Best Cadet of NCC	Rs. 500/- and A memento
Principal A.P Sharma Memorial Award	Students who have maximum numbers in BA-3rd Philosophy	Rs. 2100/-
Smt. Maya Devi Memorial Award	A student who has achieved maximum marks in MA-II history	Rs. 3100/-

Sr. Sadhu Singh and Sardarni Surjit Kaur Memorial award	Special achievements in Sahit.	Rs. 500/- and A memento
Sr. Abhayjit Singh Dhillon Memorial Award	The Best Athlete in Annual athletic meets	Rs.1100/-
Smt. Gurdayal Kaur Memorial Award (Started in 2015-16)	Maximum marks in 10+2 exam and studying in BSc-1st years	Rs. 12000/-
Sardar Jagjit Singh Sidhu Memorial Award	Differently- abled student	Rs. 5000

5.1.3 What percentage of students receives financial assistance from the State Government, Central Government and other National Agencies?

Year	Total students in the college	Scholarships by the State, central and other Agencies	% of Students received Financial Assistance
2012-13	2007	852	42.45
2013-14	2245	1004	44.72
2014-15	2283	1083	47.43
2015-16	2441	1601	65.58
Grand Total	**8976**	**4540**	**50.57**
MAJOR SCHOLARSHIPS RECEIVED BY THE STUDENTS OF COLLEGE			

Sr. No	2012-13		2013-14		2014-15		2015-16	
	Amount Received	No of students benefited	Amount Received	No of students benefited	Amount Received	No of students benefited	Amount Received	No of students benefited
1	**Post Matric Scholarship to the Students of Minority Community**							
	22,00000	550	23,04000	576	33,70504	844	39,64000 (*)	991
2	**Post Matric Scholarship to the Students of Scheduled Caste students**							
	4,50,000	90	12,12,000	202	Nil	Nil	20,04000	334
3	**Post Matric Scholarship to the Students of Backward Classes**							
	2,94000	49	2,34,000	39	2,28,000	38	Nil	Nil

4	Sita Ram Jindal Memorial Scholarship for Brilliant Students							
	12,52800	87	619200	43	518000	37	12,88000	92
5	Diwan Prem Nath and Radha Krishnan Prem Kaur Memorial Fellowship							
	20,000	05	24,000	06	31,000	07	60,000	12
6	Special Scholarship for AIDS/ Cancer Patient							
	16000	02	Nil	Nil	9000	01	18000	02
7	Scholarships for Single Girl Child							
	32,000	04	72000	12	48000	08	96000 (*)	16 (**)
8	LIC Scholarships							
	Nil	Nil	10200	17	77,000	11	1,89000 (*)	27 (**)
9	Punjab Govt. State Scholarships for the Meritorious Students							
	57195	53	37,200	31	`65,000	52	78,650	65
10	Nishkam Sewa Society Scholarships							
	43,600	09	10200	17	156000	26	210,000	35
11	Physically Disable Student Scholarship							
	21000	03	7000	01	42000	06	30000	05
12	Scholarships for the Children of Construction Workers							
	Nil	Nil	3,00,000	60	265000	53	4.35,000	87
Grand Total								
	4386595	852	4921600	1004	4809504	1083	83,72650	1601
1	Free Education for SC Students under Post Matric Scholarships Scheme of Govt. of Punjab (Fee Claimed from Govt of Punjab received)							
	2,66,114	90	3672000	204	Nil	Nil	7167570	334

(*)   Figures in Aprox, (**) Waiting for sanction

Grand Total Financial Assistance to the Students by Institutional/ Govt. & Other Agencies During Last Four Years					
Financial Assistance	2012-13	2013-14	2014-15	2015-16	2012 to 2016
(A) Institutional Financial Assistance					
Fee Concessions/ Freeships (College Funds)	25,33,137	27,01,159	32,09, 202	33,79,420	1,18,22,918
Fee concession in Hostel (College Funds)	1,66,200/-	78,500	80,050	15,300	3,40.050
Annual Cash Awards	24700	24,700	24,700	41,700	1,15,800
Religious Examination Scholarships	12400	15500	Nil	6200	34,100
Total Institutional Financial Assistance	**2736437**	**2819859**	**3313952**	**3442620**	**1,23,12,868**
(B) Financial Assistance From State/ Central Government & Other Agencies					
Scholarships	43,86,595	49,21,600	48,09,504	83,72,650	2,24,90,349
Feeships to SC Students (Govt. Funded)	2,66,114	36,72,000	Nil	71,67,570	1, 11,05,684
Total External Financial Assistance	**4652709**	**85,93,600**	**48,09,504**	**1,55,40,220**	**3,35,96, 033**
Total A & B					
Total	**73,89,146**	**1,14,13,459**	**81,23,456**	**1,89,82840**	**4,59,08,901**

5.1.4 What are the specific support services/facilities available for?

The college is committed to provide the students every possible help and support they need in their pursuit to become worthy citizens of the society. The college, as stated earlier, was set up with a mission of imparting holistic education to the women folk. The institution for this purpose provides the following support facilities to its students:

➢ **Students from SC/ST, OBC and Economically Weaker Sections**
The college strives to neutralize the distortions of downtrodden/ underprivileged sections of the society who have suffered in the past and still facing varies kind of economic, socio-political disparities in the society. Therefore, for the welfare and empowerment of these communities and to bring them into the mainstream of the society the college took an affirmative action and an office of Dean Student's Welfare

has been set up in the college, which guide and assists all the students requiring financial support or fee concession in getting appropriate support from the college and other funding agencies. Under the supervision of this office the college provides the following facilities to these students:

- They are given liberal financial assistance to pursue their studies without any economic constraint. In the current financial year (2015-16) there are 85.60 per cent scheduled caste students who are getting free of cost educations in the college under the Ashirwad Scheme of the government of Punjab.

- Both Scheduled Caste and Backward Classes students are also getting Post Matric Scholarships by the Punjab government under Ashirward and Post Matric Scholarships to the Minority community students' schemes.

- The college follows the reservation policy in admission as per the Central, State Government/ University rules.

- Special concessions are also given every year to the scheduled caste and economically weaker students in the hostel fee even some students are exempted from paying the hostel fee.

- Most of the departments of the college have their own book banks, they also lend books to these students for the whole session.

- The college also provides ample opportunities to the students by offering paid work to the students belong to the economically weaker sections of the society. The college provides them working opportunities in various areas like library, STD booth, general store, accounts, and computer related works for filling scholarships forms, prepare lists, typing etc. Apprenticeship in these fields helps them in earning their livelihood.

➤ **Students with Physical Disabilities**

- Differently-abled students are provided financial assistance by the college as a part of its fee concession policy and also out of the Student welfare Fund.

- These students are getting scholarships and stipends given by the various funding agencies.

- The college always tries to create a disability friendly environment in the campus, in light of this special arrangement of the classes and hostel room for differently-abled students are made on the ground floor by the college administration. The institution buildings are designed and built disable friendly as the ramp is built on the IT block, separate toilet/ washroom facility is provided to these students.
- Similarly, separate parking area is also provided to these students.
- The college abides by the policies of the government while giving admission to students with special needs.

➢ **Overseas Students**

Although at present we do not have any overseas student in the college, but the institution does not believe in boundaries. To extend its services to overseas students the managing committee of the college (SGPC, Sri Amritsar) has signed MOUs with the Cambridge University, UK, and Sheridan University Canada to promote students and faculty exchange programs.

➢ **Students to Participate in Various Competitions/National and International**
Students who participate in various competitions are provided with:
- The college provides T.A, D.A, and reimbursement of registration fee.
- Sports kits and uniforms also provided to the students
- Special diet/ meals are given to the sports persons before and during competitions
- Extra classes for the students involved in such activities
- Fee concessions and Freeships are also provided to these students.

➢ **Medical Assistance to Students: Health Centre, Health Insurance etc.**
- All students are covered under the Students Safety Insurance Policy No 200181 of United India Insurance Company Limited. If there is any mishappening occurs during the college hours they will get the compensation as per rules.

- A first aid room is established for the students and hostellers.
- A qualified doctor visits the hostel twice a week, her services can also be availed in case of any emergency.
- For any Emergency, the college has assigned duties to one of its employees to take the students' patient to the nearby hospitals, having a tie up with the college.
- Seminars on various medical problems like AIDS, Breast Cancer, problems of adolescent, etc. are held in the college time to time. Even a special programme under the name of Red Ribbon Club has been started in the college campus. The main aim of this programme is to make the students aware of fatal diseases like AIDS, HIV, TB, and Cancer etc.
- The department of Home Science provides information to the students under its Diet Counseling Cell regarding the healthy food and nutrition that can help the students to enhance their immunity.
- This year PG department of sociology with collaboration of Red Ribbon Club organized 1st Voluntary Blood Donation and General Medical Checkup camp in the memory of *Late Sr. Jagjit Singh Sidhu* former Additional Secretary of Local Managing Committee.

➢ **Skill Development (Spoken English, Computer literacy, etc)**
- The college has set up a Language Laboratory, which helps the students to improve their listening and speaking skills.
- The department of English organizes different activities throughout the year to improve language skills among the students like declamation contest, paper reading contests, poem recitation competition, beautiful handwriting, creative writing competitions, movies and documentary shows, special shows for course related movies and animation films.
- Department of Computer Science time to time organizes Computer Literacy Programmes for teachers, non teaching department and students.

- The college has provided computer systems to all heads of departments with 4G internet facility. Students and teachers of the department can use these systems to enhance their skills in IT.
- The Department of computer science also offers one Add-on-course in "Information Technology" and a modular course "Basics of Computer Science" to enhance computer literacy among the students.

➢ **Support for "Slow Learners"**
- Every department at its own level has a mechanism in the forms of monthly, biannually tests and assignments. Through this system, they identify students with learning disabilities and slow learning capabilities. These departments arrange special classes, counseling, coaching for these students and sometimes they adopt special teaching methods to teach these students so that they can perform better in their final examinations. Some departments take extra classes for the students who lag behind in studies due to their participation in sports, extra-curricular and cultural activities.

- Special Remedial classes are planned to enhance their subject knowledge and to complement classroom teaching.

- Monthly or occasionally tutorials sessions and classes are planned in order to enhance problem solving capabilities**.**

- Throughout the academic session some departments arrange various Training Programmes, Lectures, Personality Development, Stress Management, and Time Management Programmes for such students to improve their IQ level for the up gradation of knowledge of their students.

➢ **Exposures of students to Other Institution of Higher Learning/ Corporate/ Business House etc.**
- The departments of Biotechnology, Fashion Designing, Basic Sciences, Commerce, and Business Administration organize exposure trips for their

students to various higher education institutions, corporations, and industries etc. to expose the students to the business environment and recent research in their concerned fields.

- Students from the department of Commerce, Business Administration, and Fashion Designing go for four to six week training in different industries, banks, etc. Department of Basic Sciences arranges visits to fisheries, botanical gardens, science city, and thermal plant.

- Educational trips to different universities, research institutes, historical places, TV stations, head offices of News Papers, are organized to enhance the knowledge of the students.

➢ **Publication of Student Magazine**

The students are provided with a platform to hone their literary skills through the college magazine "*Roop Mani*" published annually. It is published under the supervision of a teacher Editor-in Chief. They evince their literary bent of mind through different genres in various sections like English, Punjabi, Hindi, Home Science, Religion, Computer Science, Basic Sciences and Planning Forum etc. The students contribute in the   magazine   with their poems, stories, articles , essays and give expression   to their creative thought and   talent.   The   principal patronizes a duly constituted editorial board.

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

- To cultivate, perpetuate and enhance interest in entrepreneurship among the students of the college, the college offers UGC approved job oriented Dual Degree Programs in Fashion Designing, Journalism, Information Technology, and Communicative English.

- The college has also successfully run various Short Term Courses like Food Preservation, Cooking and Baking, Cutting and Stitching, Printing and Dying, Art & Craft, English Speaking, Basics of Computer & Internet, Mathematics

for Competitive Exams under the supervision of various departments. The foremost objective of introducing these courses is to prepare the market oriented youth and enhance their skills which have practical utility for job and self employment.

- Various job oriented professional courses have been started by the college such as B.C.A BBA, B.Sc. Fashion Designing, M.Sc.IT, and M.Com.

- The Fashion Designing and Home Science departments also promote and support the development of income generating skills among students, which can be utilized later in their life to earn livelihood.

- In department of computer sciences, students have been given free access to use the college computers. They have also been provided the facility of internet under the supervision of their computer teachers and they are guided to use different software to develop entrepreneur skills in them.

5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extra-curricular and co-curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.

* Additional academic support, flexibility in examinations

* Special dietary requirements, sports uniform and materials

* Any other

The co-curricular and extracurricular activities are an essential part of education. The college has designated faculty members as Deans Sports and Dean Cultural Affairs who are working in following manner:

Dean Cultural Affairs

The Dean Cultural Affairs organizes a Talent Hunt show for selection and grooming of budding artists. Similarly, the college celebrates various festivals like Lohri, Teej Festival, Baisakhi, Basant Panchmi and birthdays of all Guru Sahib, students of all departments actively participate in these occasions and perform various cultural

activities. The selected student artists are granted liberal financial assistance in the form of fee concessions, stipend depending upon their achievements in the University Youth Festival and other inter-college competitions. At present these performances linked incentives range from Rs. 200 to total fee concession. Besides, giving monetary assistance the procures them costumes, training, transportation refreshment etc. All winners are honored at the Annual Prize Distribution Function of the college

Dean Sports

Under the supervision of dean sports the college has produced many players of the National and International level in various games and achieved the pinnacle of success for the institution. In fact, this department is the nursery of internationally recognized sports persons as one of our students, Sarbjit Kaur Babbu played in Indian team and won women Kabbadi Cup for Indian in the 5th World Kabbadi Cup 2014. Besides promoting sports for competitive purpose, the institution encourages mass participation in sports. Every year they organizes annual athletic meets and inter-class sports competitions for this purpose in which students of all departments actively participate in various games. The teachers give extra time for academic guidance and coaching to the students participating in sports activities. These students are provided flexibility in house examination. Sometimes special exams are conducted for them. The university, on the recommendation of the college had exempted Sarbjit Kaur Babbu an international level Kabbadi player from appearing in annual examination as she was participating in the said competition. She was given a special chance by the university to appear in the examination.

Some significant sports facilities available in the college are:

- Playgrounds and free accommodation in the Hostel for players.
- Medical Fitness programmes under the guidance of physical trainers.
- Inter departmental competitions

- Expert and special sports coaches are appointed/ hired to provide the necessary coaching and training to the sports persons.

- Students are given free ships, special stipends, cash prize etc. During the last four years freeships of worth rupees Rs. 57, 96,512/- has been given to the 653 sports persons. Refreshment during training and competitions is given to students during such event.

- Winners are given due recognition and are appreciated with appropriate reward. For outstanding achievements media coverage is arranged and when required.

EXPENDITURE ON SPORTS PERSONS DURING THE LAST FOUR YEARS						
Sr. No	Expenditure	Years				Grand Total
		2012-13	2013-14	2014-15	2015-16	2012 to 2016
1	Expenditure on diet/mess charges	228630	350956	390378	443925	1413,889
2	Accommodation in Hostel	769600	924000	1684900	1624000	5002500
3	Laundry Charges	32945	49425	58350	81200	221920
4	Refreshment during competition	7114	38305	26061	133718	205198
5	Kits/Shoe	88945	319895	156010	553263	1118113
6	TA/DA	223479	200389	195934	176920	796722
7	Stipends/Free ships	880762	1440828	1743846	1731076	5796512
8	Honorarium to Sports Coaches	113056	112185	174000	171000	570241
9	Miscellaneous	71609	286172	72464	120793	551038
	Total	**2416140**	**3722155**	**4501943**	**5035895**	**15676133**

5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR- NET, UGC-NET, SLET,

ATE / CAT / GRE / TOFEL / GMAT / Central /State services, Defense, Civil Services, etc.

The students appearing in the various competitive examinations are extended all possible help. The college library is well equipped with sufficient learning resources for competitive exams. The college has set up a "Centre for the Coaching of Competitive Exams" for the students. This center has its own library enriched with good books and journals related to various competitive exams. Every year a number of students appear for competitive exams and many achieves good scores. Students who are preparing for competitive exams are given facilities in the following ways:

- Classroom discussions and activities on relevant topics, class presentations and group discussions, help and prepare the students for these exams.
- Seminars/ lectures/ interactive sessions with experts/professionals from various fields are held on a regular basis to educate them about the significance of various competitive exams in diverse areas and the best strategies to crack them.
- Workshops and extension lectures on Resume Writing, Facing an Interview, and Group Discussions are held to hone the soft skills of the students.
- They are guided by their teachers at a personal and institutional level, both within the classroom and outside about various institutions and job avenues available to them after the clearance of their examinations.
- The library also provides various journals and magazines to students for the preparation of competitive exams. Even the coaching center has its own special library which provides books, Journals and Magazines for competitive exams. Every year, college spends a considerable amount of money for purchasing books and subscription of journals. Regular updating of periodicals, newspapers, journals and magazines in the library is undertaken so as to provide the students with the best material for study.
- The whole college campus and hostel is connected with 4G internet speed through Wi-Fi.

- Teachers also borrow study material/books/journals from nearby PU Regional Centre Muktsar library and other libraries of the area on individual basis to provide an extra edge to the students preparing for various competitive exams. A brief record of Competitors has been listed as under:

Students Cleared Various competitive Exams during the Last Four Years				
Competitive Examination Cleared	Qualified Candidates 2012-13	Qualified Candidates 2013-14	Qualified Candidates 2014-15	Qualified Candidates 2015-16
Civil Services Exam	Nil	01	Nil	Nil
UGC (NET)	05	08	06	08
TET	Nil	01	01	01
CTET	Nil	02	04	02
PTET	04	05	11	05
ILETS	07	13	10	09
Banking	04	01	02	Nil
SSB	01	01	02	03
Punjab Police	02	03	01	06

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

In light of its vision and mission, the college has developed two formal mechanisms for providing coaching and counseling to the student, one is Career Guidance Cell and other is a Centre for the Coaching of Competitive Exams. The Faculty members who act as counselors or coaching providers are accessible and assist students with solutions in areas such as academic difficulties, career options; personal, social and family problems, etc., through meaningful communication and connection with each student, counselors are able to handle many complicated issues. Sometimes even parents of students are counseled to make them realize what is best for their children and open their minds towards unconventional courses. This is done with the coordination of the Principal, Faculty and the Admission Committee and various other academic bodies of the college who constantly guide students'. Apart from this various other informal student counseling and mentoring mechanisms are also active in the college which include the following:

Tutorial Classes: This is a well established academic counseling process with the help of which teachers are able to provide academic/ personal counseling to students on various issues related with their personal and academic issues.

Counseling by the Teachers: Teachers extend counseling services on the academic program by preparing students for semester exams, internal assessment, project preparation, and presentations as required by the university (B.Com and B.B.A.). During the interaction of Steering Committee with the teachers some of them informed that they also try to solve personal problems of the students related to family, employment as well as career, choosing the right course for their career.

Psycho-social Counseling: it being a girls' college. it is important to make their mind set for different types of jobs because district Muktsar is considered as an educationally backward area. The people of this area do not prefer jobs in the private sector for their girls. In light of these different departments/ teachers of the college provide counseling to change the mindset of the students and their parents towards jobs because students want to accept only white collared jobs in the private sector. Students are motivated to get part-time and vacation jobs with industry, banking and other sectors.

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

Yes, the college has structured mechanism for Career Guidance for students. The college aims at becoming an instrument in the welfare and progress of its students. To achieve the purpose, the Career Guidance Cell of the college motivates and facilitates the students of this remote region for higher education and employment.

Following its mission 'To Shape Young Minds through Knowledge and Skills' and holistic development of the students according to t he changing scenario of the society. The college endeavors to enhance its quality to bring its students at par with the rapidly

changing educational, social and market demands. Every year, the Career Guidance Cell forms different teams of teachers who visit schools of rural areas of nearby districts and counsel their students regarding the various courses, financial assistance schemes, job opportunities available for them in the market. To train and motivate students for competitive exams, the college has established a training center under name Centre for the Coaching of Competitive Exams in 2013. With collaboration of other departments, it organizes personality development and skill enhancement activities to make students employable. The mock interviews are conducted by the experts.

5.1.10 Does the institution have a student grievance redressal cell? If yes, list (if any) the Grievances reported and redressed during the last four years.

Yes, the college has set up a Student Grievance Redressal Cell in the college. This cell is playing an active role in redressing students' problems in the college campus. Students have been given right to appeal. They can convey their problem through direct contact with the Incharges or through feedback boxes placed at the different locations of the college. This Cell functions on the basis of the suggestions/ complaints collected from various feedback boxes in which the students are free to express their problems and also suggest remedial actions. The major grievance of the students has been regarding the restriction on the usage of mobile phones and cleanliness of rest- rooms and hostel mess, water purification, etc. During the last four years the following major grievances have been redressed:

Grievances	Redressed
New books in the library	Purchased more books from the available UGC fund and college fund each year
Reading room facility in the library and demand of air conditioners in the library	Fully air-conditioned library
Arranging more ceiling fans in the classrooms	27 Fans purchased
Improvement in the college canteen	After meeting with canteen committee more

	Furniture purchased for the cafeteria number of food items increased
Complaints regarding Electricity Cuts	3, 125 KV, one 25 KV and 83 KV Electricity Generator purchased
Requirement of RO system in the college campus and Hostel	One more RO system 500 Lit has been purchased
Parking Problem for student	New separate parking for faculty and non teaching staff has been constructed
Security of students outside the gate of institution	The committee requested the SSP District Muktsar to insure regular police patrol outside the college and road barriers within the radius of 100 meters of the college.
Reading room in the library room	A separate reading hall has been made in the library where students can bring their books and study material.

5.1.11 What are the institutional provisions for resolving issues pertaining to sexual harassment?

Yes, an Anti Women Harassment Committee has been constituted for prevention / action against any type of sexual harassment in the college campus. Throughout the year, different types of seminars, extension lectures, legal literacy programs are organized to sensitize the students about their right, duties and responsibilities and safety measures. In addition, the college administration has taken the following steps to ensure the security and safety of its students within the college and hostel campus:

- Students feel safe and secure in the college campus because the requisites security measures adopted in total in the forms of CCTV cameras.
- Round the clock vigil by security personnel and guards.
- A regular police patrol outside the college, and road barriers within the radius of 100 meters of the college, also ensure the safety of the students
- Training of special games which can be helpful for self defense like *Gattka* (Sikh Martial Art), Tae Kwon Do, Judo, Boxing and wrestling have been given in the college.

- The college has arranged transportation facility for the students for the convenient and safe commuting.

5.1.12 Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?

Yes, the college has an 'Anti Ragging Committee'. Every year at the starting of new session a special orientation programme for new comers is organized. In this programme students are made aware of different committees, cells, and the organizations. they are also sensitized about the harmful effects of ragging. Students are also informed about the Anti Ragging Committee' through notices board, prospectus and the college website. The staff members are vigilant in the campus and CCTV cameras are installed in the different corners of the college campus to prevent such instances. This has led to make our college campus safe and free from ragging. Fortunately till date no any cases have been reported in the last five years.

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

The college has introduced various welfare schemes for the students, some of such schemes are given below:
- Financial assistance fee concessions and merit scholarships to the needy and deserving students. Assistance to reserved categories students in obtaining freeships and scholarships from the State/ Centre government.
- All students are covered under 'Group Accident Insurance Policy.
- Provides flexibility in payment of college and hostel fees.
- Travelling and daily allowances to all students participating in inter-college sports, cultural and extracurricular activities.
- 50 Buses/ Vans facility on No Profit No Loss Basis within the radius of 45 Km
- Feeships and free accommodation in the college hostel for deserving sports persons.
- Book Bank facility in many departments of the college

- Academic & Career Oriented counseling by different cells.
- A Centre for the Coaching of Competitive Exams

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

The college has an active registered Alumni Association, registered under the Societies Registration Act XXI of 1860 under registration no 5979. It is functioning under the charge of a Dean. The College has an illustrious number of alumni who have made a significant contribution in various fields and act as role models and leave an indelible positive impact on the young scholars whenever they visit the institution. The Alumni Association maintains cordial relationships between the College and Alumni. It gives due importance to alumni's feedback on various academic, infrastructural and co-curricular activities. Some of the distinguished alumni are the members of IQAC and they contribute in the quality growth of the college. The association collaborates with them through the following efforts:-

- They contribute to the academic development of the institution as resource persons/speakers/judges for various lectures, seminars and competitive activities such as academic, cultural and sports activities.
- They introduce the fresher's to the spirit and legacy of the institution as motivational speakers/guides on many functions.
- They emerge as role models for the students, their younger counterparts, when the college felicitates some prominent alumni who have made their mark in various walks of life on important functions such as the Prize Distribution function and the Convocation and other important occasions to inspire the students.
- Some alumni have offers awards and scholarships to encourage and support deserving students.
- The alumni are invited as judges for various cultural and co-curricular events.

5.2 STUDENT PROGRESSION

5.2.1 Providing the percentage of students progressing to higher education or employment (for the last four batches) highlight the trends observed. Student progression %

Programme	Percentage of Students			
	2012-13	**2013-14**	**2014-15**	**2015-16**
UG to PG	24%	25%	27.68%	28.27%
PG to M. Phil.	6%	5%	7%	6%
PG to Ph.D.	2%	4%	2%	3%
Employed				
Campus Selection	NA	NA	NA	NA
Other than Campus Recruitment	2%	1%	1%	2%

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

Under Graduate Courses (3 Years Duration)								
Name of the Programme	Session 2012-13 (2010-13)		Session 2013-14 (2011-2014)		Session 2014-15 (2012-2015)		Session 2015-16 (2013-2016)	
	Pass %	Completion Rate	Pass %	Completion Rate	Pass %	Completion Rate	Pass %	Completion Rate
B.A	100	90.39	97	91.30	100	84.74	100	80.87
B.Com	100	84	93.75	45.71	100	53.19	100	51.66
BBA	100	54.14	100	43.47	100	50	100	61.53
B.Sc.	Not Applicable		100	100	100	82.35	100	85.71

Programme								
(Medical)								
B.Sc. (Non Medical)	100	73.52	97.9	87.24	98.4	74.71	93	80.68
B.Sc. (Biotech)	100	75	100	100	100	100	100	87.5
BCA	92	59.67	97.43	63.93	100	65.30	80.62	66.66
B.Sc. (FD)	Not Applicable		100	90	100	70	100	100

Post Graduate Courses (2 Years Duration)

Programme	Session 2012-13 (2011-2013)		Session 2013-14 (2012-2014)		Session 2014-15 (2013-2015)		Session 2015-16 (2014-2016)	
	Pass %	Completion Rate	Pass %	Completion Rate	Pass %	Completion Rate	Pass %	Completion Rate
M.Sc. (IT)	100	100	100	100	100	100	100	100
M.A Sociology	100	77.77	100	87.5	100	100	100	93.54
M.A History	100	88.88	90	95.45	100	90	100	69.04
M.A Hindi	100	100	100	87.5	100	62.06	100	100
M.A Punjabi	100	92.30	100	81.08	100	92.68	100	87.5
M.Com	100	100	100	100	100	100	100	100
M.Sc. (Mathematics)	100	76.92	100	50	90	90	100	76.66

PG Diploma/Certificate Courses

Programmes	Session 2012-13		Session 2013-14		Session 2014-15		Session 2015-16	
	Pass %	Completion Rate	Pass %	Completion Rate	Pass %	Completion Rate	Pass %	Completion Rate
PGDFD	Nil	Nil	78	100	100	100	100	78
Fashion Designing (Certificate Course)	100	88.46	100	100	100	100	100	80

Diploma Course in Fashion Designing	100	75	100	81.81	100	100	100	100
Advanced Diploma Course in Fashion Designing	100	100	100	100	100	100	100	100
Journalism (Certificate Course)	100	100	100	100	100	100	**	**
Diploma Course in Journalism	100	100	100	100	100	100	**	**
Advanced Diploma Course in Journalism	100	100	100	100	100	100	**	**

For comparative statement of results in the last four years, kindly refer to Criteria II 2.6.2

** Result Awaited

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

The major objective of the college is to impart quality / value based education and mold students into rational thinkers, globally aware and responsible citizens. Therefore the college motivates the students to pursue higher studies in their area of interest and ability. The students are also guided about various entrance procedures of PG, M. Phil and Ph.D Courses at the universities and other reputed institutions. Different departments continuously makes efforts to facilitate the employment of students in various fields. They guide the students' aboutthe nature, scope and implications of various subject strea ms which help them to shape their career.

Some departments of the college like PG department of Sociology and Department of Business Administration also encourages students to opt research projects as per their ability and interest. Students who are pursuing professional courses such as BBA, B.Sc (Biotechnology, Fashion Designing), B.Com, M.Com, MA and M.Sc-IT and Mathematics are encouraged to take up jobs in Banking, Information Technology, Insurance and Educational sectors. Mock interviews are conducted by the placement cell

and Coaching Centre to build up the confidence of the U.G and P.G students. For this purpose, various departments' organizes motivational talks and seminars. Similarly, personality development workshops are also conducted time to time by some of the departments. The advertisements related to various training institutes are displayed on the notice boards and the students are informed about the available employment opportunities and entrance tests published in the newspapers, magazines and journals even through tutorial classes.

Department of Mathematics, Business Administration and Department of Economics organizes Seminars, Workshops,Extension Lectures and Orientation Programmes to enha nce the necessary employability skills among the students. Since 2013 PG Department of Mathematics with collaboration of Apex Education Pvt. Ltd Bathinda organizes seven day workshop to make students enlighten about the different competitive examinations. The students are also attached and informed via whatsapp and email for regular updates of current affairs, advertisement of various   vacancies offered by Government, Private and other agencies. But in spite of this people of this area do not want their daughters to go in private sector for employment.

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

The College is known for its academic excellence and is committed to ensure   quality education and hundred percent results. The diagnostic and remedial classes are organized for those students who are at risk of failure the College have adopted various methods to help the weaker students in academics. The college organizes free remedial classes in which special attention is given to the students who are weak in studies. Personal attention is given to the students in tutorial classes. In tutorials students can discuss all their problems with their respective mentors.

Weak students in academics are also given incentives in the form of various scholarships, Mai Bhago Stipend, book bank and special help by the teacher if needed. Regular informal parent teacher meetings also provide the much needed support to these students.

Following Steps are Taken by the College to Reduce Failure and Dropout Rate	
• Special/Remedial classes/Lectures, etc., along with class tests to keep a check of progression. • Supplementary notes, Study material, etc. that are easier to understand and available. • Audio Visual Aids • Constant monitoring	• Trips//Practical/ Field visits firsthand knowledge to generate interest and Initiate understanding • Tutoring • Personal one to one interaction

5.3 STUDENT PARTICIPATION AND ACTIVITIES

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

- **Sports:** The students of our college participate in various sports and games such as, Athletics/Cross country, Kabbadi, Football, Basket Ball, Badminton, Net Ball, Judo, Tae Kawon Do, Kho-Kho, Chess, Fencing, Boxing, Gatka (Sikh Martial art), Table Tanis, Rowing, volleyball, hockey, weight lifting and power lifting etc.

- **Cultural Activities: S**kits, songs, dance, Quiz competition and Theatre: Stand-up Comedy, Mimicry, Mono Acting **Literary Items:** Elocution/Declamation, Quiz, Debate, Poem Recitation, Music : *Shabad Gan, Var, Kavishari*, Geet/Ghazal, Folk Song, Western Song, Classical Vocal, Instrumental Music etc. *Sammi,* Classical Dance, *Giddha*, Indian/Folk Dance, *Bhangra*, Solo dance etc. Fine Arts: *Rangoli*, Painting, Sketching, Collage and Poster Making, Clay Modeling, Phulkari Making, Cartooning etc.

- **Extra Curricular:** The College has various stakeholders for extracurricular activities such as NCC, NSS, Red Ribbon Club, Nanni Chhan Cell, Gurmat Sabha etc. The students participate annually in activities pertaining to social outreach community and nation building, social responsibility and philanthropy.
- **Co-Curricular:** Students participate in various co-curricular activities such as Debating, Creative Writings (Poetry, Essay, Short Story), Elocution, Quiz, Debate/Declamation etc. Various inter-class/ inter College competitions are organized and students are encouraged to participate as well as organize the events. The college, through its various societies such as: English Literary Society, Punjabi Sahit Sabha, Gurmat Sabha encourages young students of the college to polish their phonetic skills and chisel their writing abilities

The dates and venue for various inter-college competitions for various games/ sports are fixed by Panjab University, Chandigarh and for Khalsai Games SGPC, Sri Amritsar decides the date and venue of the occasion. The College plans all its sports, cultural and extracurricular activities accordingly.

5.3.2 Furnish the details of major student achievements in co-curricular, extracurricular and cultural activities at different levels: University / State / Zonal / National / International, etc. for the previous four years.

ACHIEVEMENTS 2012-13				
Activity	LEVEL OF COMPETITION			
	University Zonal/ Inter-Zonal	Sate	National	International
Sports	12	12	01	
Co-curricular	05			
Extracurricular (*)	07	07		
Cultural Activities	44	38+5	02	Nil
ACHIEVEMENTS 2013-14				
Activity	LEVEL OF COMPETITION			
	University Zonal/ Inter-Zonal	Sate	National	International

Sports	05		18		01
Co-curricular	08				
Extracurricular (*)	07		09	02	
Cultural Activities	43				

ACHIEVEMENTS 2014-15					
Activity	**LEVEL OF COMPETITION**				
	University Zonal/ Inter-Zonal		**Sate**	**National**	**International**
Sports					
Co-curricular	09				
Extracurricular (*)	8		09		
Cultural Activities	41		37		

ACHIEVEMENTS 2015-16					
Activity	**LEVEL OF COMPETITION**				
	University Zonal/ Inter-Zonal		**Sate**	**National**	**International**
Sports	02		14	01	
Co-curricular	08				
Extracurricular (*)	10		08		
Cultural Activities	51		31		

(*) 438 students appeared during the last four years in the Sikh Religion Two Year Correspondence Course conducted by SGPC Sri Amritsar.

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

The College has a set pattern of obtaining the feedback from the graduates and uses the same to improve the performance and quality of the institutional provisions. Under the guidance of Principal various committees collects and analyses the exit level feedback from the graduates and postgraduates regarding the learning experiences during their stay at the College and hostel. The stakeholders from various committees and heads of various departments are also members of IQAC. The inputs obtained from them are used to improve the performance and quality of the institutional provisions. Some important channels of feedback are as:

- The Alumni Association meeting is the most important one for feedback. The graduates can convey their suggestions for the betterment of the college without any pressure and fear. The form is also uploaded on the college website with a link to the Alumni.

- Verbal Feed- back of students is also taken by Heads and Block In-charges of different departments. The college also takes feedback from students through the feedback/ suggestion boxes installed at different places of the institution on various aspects of college. The questionnaire/ feedback/ suggestion slips are analyzed and appropriate measures are recommended to the concerned teacher/employee for timely action.

- Minutes of the staff meetings are recorded by the Dean, Academic Affairs all faculty members can also personally share their ideas and feedback with the higher authority.

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

The college brings out annually an issue of the college magazine *"Roop Mani"* to give vent to the creative writings of the students. The students are encouraged to contribute articles for the college magazine in various languages and disciplines of their choice. The magazine is divided into various sections based on different disciplines offered by the college. The process of collecting articles, designing cover page, editing etc. are carried out by the Student Editors with the help of teacher editor. The editorial board of the college magazine comprises of the chief editor, staff and student editors for various sections.

Apart from this, students are also encouraged to write their field reports and present paper in the departmental seminars any hesitation is aptly dealt with by the faculty and due

guidance is provided to them. Department of Journalism always encourages students to share their views and thoughts on the wall magazine. Similarly, every year department of Basic Sciences organizes different functions such as Science Mania and Science Contest in which students are free to share their creative/ innovative ideas through poster making and presentation.

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

The college has a student council, which is a unanimously elected body made up of President, Vice-President and members. The college follows Panjab University Chandigarh's rules and regulations regarding the procedure of selection and functioning of Student's Council. Its main objective is to represent the interests of the students. 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. 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.

Major Activities of Student Council
- The members of the Student Council also act as members of various academic and administrative bodies of the college
- 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, extra-curricular 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.

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

- **Internal Quality Assurance Cell (IQAC):** Students have their representation in the IQAC president and vice president of cell become members of this committee
- **Amalgamated Fund Committee:** There are also student representatives in the Amalgamated Funds Committee generally students, members of this committee. The Students are nominated from the Student's Council.
- **College Magazine Committee**: The student editors of the college magazine "*Roop Mani*" help the teachers in the compilation process of these magazines
- **College Hostel Committees:** There are various committees in the hostel who assist teachers and hostel warden in executing their duties. The hostel Head Girl, who is nominated from the senior most classes, helps the hostel warden in her administrative work. Some of the major Hostel Committees are as Mess Committee, Discipline Committee, and Cleanliness Committee, Purchase committee, Hostel Gurudawara Sahib Managing Committee, Committee for Extracurricular Activities and Floor in-charges of each block.
- **Seminar and Extension Lecture Committee:** The College provides opportunities to students to participate and organize seminars/workshops/industrial tours/ study tours so that they can develop their organizational and managerial skills.
- **College Discipline Committee:** Some students are also the members of discipline committee they play a major role in maintaining discipline in the college campus. Similarly the class representatives also play a major role in maintaining discipline in the classrooms, especially when the teacher is occupied in any important meeting/ work.

- **Students Association:**

  There are some Student's Associations active in the college these are English Literary Society, Guru Nanak Sociological Society, Punjabi Sahit Sabha, History Association, Hindi Shahitya Parishad, Gurmat Sabha, Science Society, Economic Association, Mathematics Association, Management Students' Association.

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

The College alumni association was launched with the objective of promoting and inspiring a feeling of fraternity among older students and faculty. The alumni association has maintained the database of addresses and telephone contacts of the former faculty/ employees and alumni. Every year, college organizes an alumni meet 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. The college also keeps in regular touch with the retired faculty members. They are invited in all the college functions. The retired faculty member who is also a member of the IQAC cell is invited to all the meetings of IQAC. As per the contact with former faculty is concerned the college maintains a regular contact with its former faculty who grace all the important functions and events of the college such as the Prize Distribution Function, Convocation and Seminars. They are also invited to attend the farewell or retirement parties of other faculty members (Teaching as well as non-teaching staff).

CRITERION-VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 INSTITUTIONAL VISION AND LEADERSHIP

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

VISION

ਵਿਦਿਆ ਵੀਚਾਰੀ ਤਾਂ ਪਰਉਪਕਾਰੀ

(Education, if truly contemplated, makes a man altruistic)

MISSION

To shape young minds through diverse knowledge and skill development programmes and inculcate in them human values, the ideals of social justice and peaceful co-existence, in harmony with Nature and humankind to achieve Guru Nanak's vision of egalitarian society.

I. NEEDS OF SOCIETY:

Muktsar is located in south-western part of the Punjab. It is one of the educationally backward districts situated merely 30 km away from Indo-Pak 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 self-worth, 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. Moreover, to provide 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 2015-16, 2441 girls got enrolled in this institute. Thus, the institute is playing important role in improving the scenario of female literacy in the region.

II. STUDENTS IT SEEKS TO SERVE:

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.

III. TRADITIONS AND VALUE ORIENTATION:

Institute focuses on ideals of social justice, human values and peaceful co-existence in harmony with humankind and nature. For this purpose, a separate and well functional branch of Gurmat Sabha is established, which is headed by Dean, Religious Affairs. Every year it carries out many activities to root students and staff to the traditions and values. It also facilitates conduct of two year correspondence course and three examinations on moral education. In collaboration with Guru Gobind Singh study circle, a registered organization, it organizes 7 days camp and lectures to provide value education and impart the sense of co-operation, tolerance, non-violence and foundation of the quality life.

To build citizens who posses strength, integrity, fortitude and regeneration of values towards Nation building, morning assembly is organized daily in which hymn of the Tenth Guru of Sikhs, Guru Gobind Singh Ji, followed by National anthem is recited. A separate prayer house has been established in the hostel to encourage Righteous conduct (Dharma), values of respect and peace.

Birthday of first Sikh Guru, Guru Nanak Dev Ji is commemorated by continuous nonstop recitation of all the verses from the Guru Granth Sahib from the beginning to the end and followed by langar (Community meal), which is prepared and served by students. It builds the sense for Guru Nanak's teachings of: *Vand Chakko (*Sharing with others) *Kirat Karo (*Earning a living honestly) and *Naam Japna* (Meditating). Seasonal and cultural festivals are also celebrated with full fervor in the Institute by people of all religions to encourage social cohesion and essence of prosperity. It includes celebration of Lohri, Basant Panchami, Holi, Teej and Diwali.

Institute also promotes the sense of responsibility towards environment protection. The steps taken in this direction include ban on polythene in campus, setting up of vermicomposting unit for conversion of organic waste into valuable manure, more and more plantation, cutting down contribution to pollution by lesser use of Air conditioning units and conveyance pooling system adopted by faculty members.

VI. FUTURE VISION:

Institute's future vision is based on Guru Nanak's vision of egalitarian society. The concept is very clear in the mission statement. Egalitarian society is viewed in way that all humans are equal in fundamental worth of political, economic and social status. Institute aims to achieve the fact that egalitarianism should be reflected in the natural state of humanity. By educating girls, gender equality in rights, responsibility and economic status is sought by the institute.

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

Top level management, Shiromani Gurdwara Parbandhak Committee (SGPC), Sri Amritsar, is a charitable and humanitarian organization founded in 1920. It manages the Sikh shrines, found educational institutes, charitable hospitals and homes for physically/ mentally challenged people. SGPC realizes the need to make its contribution in the field of education in order to serve the society in much more holistic way. At present, SGPC runs 72 schools and 39 colleges and 1 University. The Governing Body is committed to

provide such learning environment in its institutions which, besides protecting and nourishing the creativity of students, also nurture them to be good citizens. It is conscious about the changing trends of education; taking bold steps to meet international standards in education. So, the policies and plans of institute are designed in line of vision and mission of the governing body.

Principal, the head, of the institute plays central role in designing the quality policy and plans in collaboration with members of IQAC. The Heads of Departments and teachers incharge of different committees, with help of faculty members and students, gather the information related to various departmental particulars and provide it to IQAC. Members of IQAC compile complete data from all departments and present it to the Principal. Based on this data, strengths, weaknesses, opportunities and challenges of various aspects are analyzed thoroughly. Outcome of this analysis are the objectives / amendments in Quality policy and plans designed to match the present needs of Institute for continuous progress. The last step of designing includes review and approval of quality policy and plans by the management, who provides its valuable suggestions and makes suitable amendments.

Principal and IQAC play an important role in the implementation of Quality policy and plans. They follow the strategy of division of responsibility for better implementation. Various designations, departments and committees/ cells/ bodies are constituted for this purpose. Actual implementation of objectives and plans is achieved through efforts of faculty members and students, who work under the light of above dignitaries to provide practical shape to the policy.

6.1.3 What is the involvement of leadership in ensuring;

- **The policy statement and action plans for fulfillment of the stated mission.**
- **Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan.**
- **Interaction of stakeholders**

- **Proper support for policy and planning through need and analysis, research inputs and consultations with their stakeholders**

Principal plays pivotal role in designing policy statement in line with vision and mission under the guidelines of the Governing Body and as per needs of the institute. IQAC compiles performance reports of all the departments at the end of the session. After deep analysis of all the data collected, it prepares annual report. Based on this annual report, SWOC analysis is done and accordingly policies and plans are designed. In addition to this, Principal holds meetings with Deans, Heads of all the Departments and Committees/Cells to review their functioning. To accomplish the policy, suitable strategies and action plans are formulated under the guidance of the Principal and IQAC. Outcome of those action plans is constitution of different new committees/bodies through which actions are implemented. Principal delegates responsibility of different departments and committees to experienced faculty members by designating them as Heads of Departments and Committee In-charge/In-charges. Heads look after the academic matters whereas different committees work for administrative/ academics/ students welfare/ all round development inculcating in students the ethical and moral values depending upon nature of the committee. Faculty members of departments and students play important role in carrying out actions in the right direction.

Vision, mission, policy, strategies and action plans are communicated for interaction of stakeholders in different ways like meetings with members of local managing committee, parents of the students, alumni etc. Activities like athletic meet, Gurpurab celebration, teachers' day celebration etc. also serve the purpose. A variety of printed material used include prospectus, college magazine, notices, circular book, newspapers and various functions organized in college.

➢ **Reinforcing the culture of excellence:** To create the culture of excellence, leadership resides with the most committed and experienced employees of the institute. Leadership is involved in reinforcing the culture of excellence as follows:

- Leaders are involved in formulation of vision and mission of the institute. By doing this, the priorities are set by analyzing internal and external opportunities and threats.

- Recruiting well qualified staff is one of the most essential components of excellence. Faculty members are also facilitated to improve their qualification and skills from time to time.

- Meetings are conducted before commencement of session or before organizing any event to communicate the expectations from the members who have been assigned different duties

- Team work is promoted by assigning duties team wise. This reduces the pressure of work and improves efficiency. They assign the authority to a particular member of the team deputing team leaders. It allows employees to improve their decisive skills. After completion of task, feedback is obtained from employees on how to do things better.

- Leaders recognize the fact that the best ideas emerge out of exchange and sharing of ideas between individuals and teams. This promotes the participative culture in the college.

- Standardization of norms is done to avoid any disparity and variations.

➢ **Champion organizational change:** Changes in organizational standards are brought from time to time to facilitate the adaptation of the institute to the changing scenario of education at global level. This is done by initiatives of leaders and hard work of teams. It includes:

- Augmentation in infrastructure (Refer 4.1.3), resources in library (Refer 4.2.3) and number of faculty (20 new recruitments since 2012). Faculty members are motivated and facilitated for qualification improvement e.g. for attaining Doctorate degree (Refer 3.1.7).

- Increased financial assistance and number of scholarships are made available to students (Refer 5.1.2). Increasing number of students is indicative of the above efforts.
- To maintain the pace of amplified work, technical facilities are upgraded in the college office, computerized catalogue is used in library, campus is made Wi-Fi, technology based Teaching-Learning methods are adopted and communication with stake-holders (teachers/students) through social media.
- Keeping in view the facilities required in terms of infrastructure, affiliating university created Spot Evaluation Center in the institute in 2015-16.

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

Institutional policies and plans are monitored and evaluated by the management, Principal and IQAC through the functioning of Bursar, different Deans, Registrar, house examinations etc. Effective implementation of policies and plans is collaborated efforts of Heads of Departments, teachers in-charge of various committees/ cells. Proper execution of plans is carried out through faculty members and students.

- **Bursar:** Looks after the financial matters of the college. Monitoring of financial matters is the integral part of functioning of Bursar. She has the prime role in Budget allocation. In light of allocated budget, requirements are asked for from different departments, cells, committees, etc. All the purchase exceeding Rs. 500/- is done by inviting quotations which are then evaluated according to specifications and price of the product. Scrutiny of all the bills is done before recommendation for payment. Record of bills is properly maintained. Functioning of committees like: Amalgamated fund committee, Purchase committee, Construction committee, furniture committee, etc. is monitored by Bursar.

- **Registrar:** Monitors the conduct of house exams according to university guidelines. Record of all the data related to house exams is maintained by the registrar.

- **Deans:**

  Dean, Academic Affairs: Academics are the core of all policies and plans of the Institute. All academic activities are monitored through functioning of Dean, Academics, who also carries out internal academic audit from time to time. Before commencement of session, tentative workload of all the teaching departments is sought, in the light of which new recruitments are made. For smooth conduct of academics different committees are functional: **Time table committee** prepares effective time table for graduate classes following Punjab University guidelines. Monitoring of students' attendance is done fortnightly through **Students' Attendance Committee**. Monitoring of conduct of classes on daily basis is done through **proctors**. Smooth conduct of tutorials is monitored by **tutorial group committee**. At end of session, feedback from students is taken.

  Dean, Sports: Monitors all sports related activities including selection of teams, event participations, recommendations for free boarding lodging of the deserving sports persons, maintenance of all records etc.

  Dean, Students' Welfare: Keeps an update on various scholarship schemes that can be made available to students. Also monitors the proper dispersal of amount of scholarships and renewal of scholarships.

  Dean, Cultural cum co-curricular activities: Monitors cultural and co-curricular aspects of the institute.

  Dean, Religious activities: Monitors the conduct of activities to root students and staff to the traditions and religious values.   .

- **Heads of Departments:** Monitor their departmental activities through meetings with faculty members from time to time and feedback from students.

IQAC prepares the annual report by compiling the reports received from various departments, committees, bodies, etc. This annual report is presented to the Principal and sent to the SGPC for further evaluation.

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

Governing body, Shiromani Gurdwara Parbandhak Committee (SGPC), Sri Amritsar, runs number of educational institutes; charitable hospitals and homes for physically/ mentally challenged people. S. Kirpal Singh Badungar is present President of SGPC. He is Chancellor of Sri Guru Granth Sahib World University, Fatehgarh Sahib. He is a learned personality having teaching background. Education committee directs a body, known as Directorate of Education which looks after the functioning of all the institutes managed by the committee. Dr. Dharminder Singh Ubha is present Director of Education. He is also serving as Principal GSSDGS Khalsa College, Patiala. Principal of Guru Nanak College for Girls, Dr. Tejinder Kaur Dhaliwal is presently member of Punjab Public Service Commission. She was the first woman academician to be appointed as Chairperson of the Punjab State Education Board. Officiating principal, Mrs. Navjot Kaur, is very experienced faculty from the department of Punjabi. Besides providing opportunities to the above mentioned senior faculties, top management inspires other faculty members to develop innovative ideas in teaching- learning as well as administration. Management allows the institution to take decisions independently regarding most of its affairs, nevertheless its suggestions are always valued.

6.1.6 How does the college groom leadership at various levels?

College grooms leadership in its staff and students by giving them authority, along with responsibilities of work in their respective fields.

➢ **Administrative level:**

Principal directs all the administrative and academic activities of the institute. One of the senior faculty members has been designated as **Vice-Principal cum**

Bursar who looks after the financial matters and ensures smooth functioning of administrative committees. Complete charge is taken by her in latter's absence. Skills of administration in faculty members are improved by giving them charge of administrative committees.

➢ **Academic level:**

College provides higher and more responsible positions like **Deans and Registrar** to senior faculty members, inculcating in them the ability to hold still higher authoritative positions. The senior most member in the department holds the position of **head of the department**. Under their guidance, rest of the faculty members executes departmental activities. Various faculty members, from different departments with junior faculty as members of their team are assigned charge of different **academic committees/ cells/ bodies**. It helps in maintaining coordination among the faculty of different departments. Their functioning provides platform for interaction of experience holders with learners. This provides them ample opportunities for grooming leadership, decision making as well as management skills

The offices like **Students' Council representative, class representatives etc.** help groom leadership at student level.

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

College believes in decentralized governance for better implementation of policies and plans. To accomplish this, college divides administrative area and delegate duties to the faculty members in form of bursar, registrar and deans. In addition, there are teachers incharge of different committees related to academic, financial, cultural, co-curricular and students welfare affairs.

College has also delegated authority and flexibility to departments on various academic matters including allocation of classes/papers, preparation of teaching plans and time-table for PG classes etc. In case of more than one subject options offered by university in curriculum, Head of Department decides on the paper to be taught. Heads of departments have full authority in recommending and purchasing requisite books, magazines, journals and instruments within allocated budget. Another important area includes organizing seminars, workshops, extension lectures and also inviting the reputed resource persons for the same. They also have freedom in organizing extra-curricular activities like tours, industrial visits, intra College or inter college competitions. Recommendations regarding leaves of faculty members are made by Heads of respective departments.

6.1.8 Does the college promote culture of participative management? If 'yes' indicate the level of participative management.

Yes, college promotes culture of participative management. It is clear from governance model (Refer 6.2.1) that decision making, regarding various matters, involves active participation of management, Principal and faculty as Principal's advisory committee, Deans, Registrar, members of IQAC, Heads of various departments and incharges of committees/ cells to different extends. All the said members except management members, participating in various academic and administrative processes are actually part of academics.

Society is not at all a neglected part as the local managing committee comprises representatives from different walks of society. Feedbacks from alumni (now are part of society) also provide valuable feedback. Thus, all the academic and administrative affairs are completed with the collaborated efforts of Management, Principal, staff, students and members of community.

6.2 STRATEGY DEVELOPMENT AND DEPLOYMENT

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

Mission statement of the institute, in itself, is the idea to drive quality and is thus regarded as quality policy as well. It lays focus on the objectives of not only academics, but also on the overall development of the students fulfilling the concept of egalitarian society where, strengthened, empowered and yet humble minds are shaped. Ideals of past (traditions and values), present (earning livelihood) and future (sustainable existence) go hand-in-hand to achieve the best.
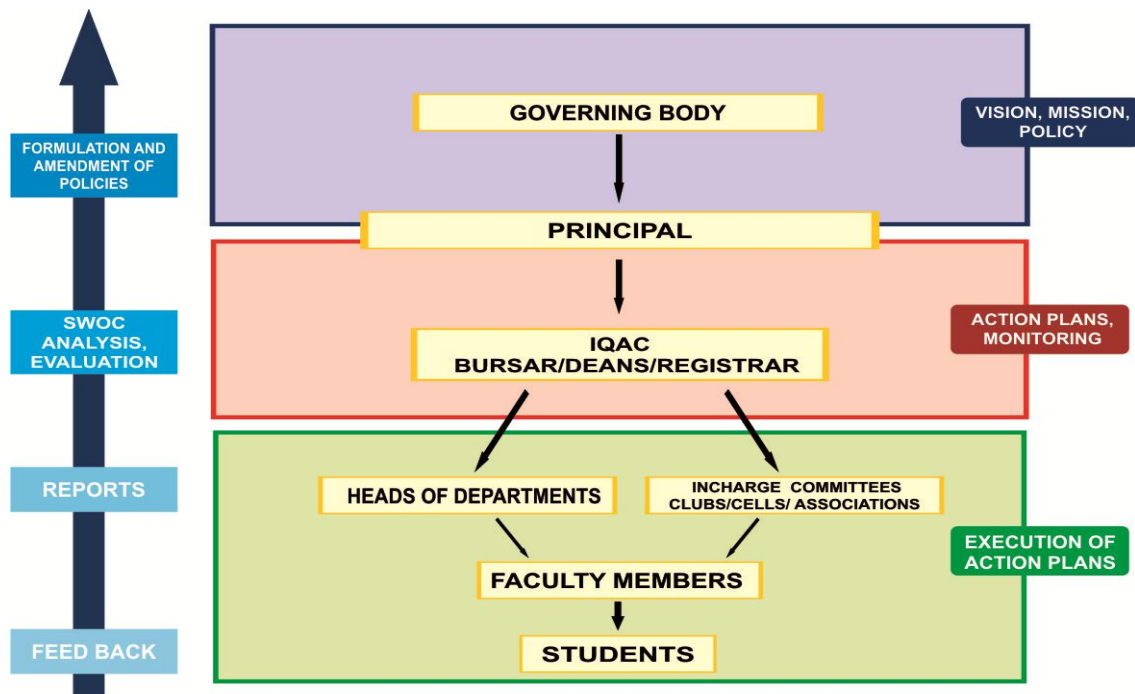
GOVERNANCE MODEL

The policy is developed following "**Bottom to Top**" approach, where students and faculty serve as source of information generation. This information is compiled by Heads of departments and further conveyed to IQAC. The collective report of all the departments is further analyzed for SWOC by members of IQAC. Principal, in collaboration with members of IQAC, works for development or amendments of policy matters.

Once the policy is developed, suitable action plans are prepared by members of IQAC with the approval from the Principal, to drive it smoothly. The action plans include

formation of different departments, committees, cells or associations etc. The senior most member is designated head or incharge of these departments, committees, cells or associations who are given the authority as well as responsibility of concerned matters. The faculty members and students of aforesaid are then deployed to achieve the stated policy objectives. This is the level of hierarchy where actual implementation of action plans occurs.

Feedback received from students, performance reports from faculty members and annual reports provided by head/ incharge serves as source for SWOC analysis by IQAC, thus, beginning the fresh cycle of policy/ objectives generation or amendments.

6.2.2 Does the institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.

The Governing Body has a separate perspective plan for the development of its institutes. This plan is prepared based on the requirements of the institute and is also included in the annual budget of the top management. It keeps provisions for the infrastructural developments, introduction of new courses, appointment of faculty members and financial aid etc.

Perspective plans are also prepared at college level based on the SWOC analysis of annual report. This analysis lay down the foundation for future plans. Aspects considered at this level are academics and student support system.

6.2.3 Describe the internal organizational structure and decision making process.

Internal organizational structure is as follows:

The decision making is done by the Principal with approvals from management. It also involves active participation of Heads of Departments, incharge committees, cells, association; faculty members, students and alumini as they provide information, feedback and valuable suggestions on various matters. IQAC makes its suitable recommendations on these issues.
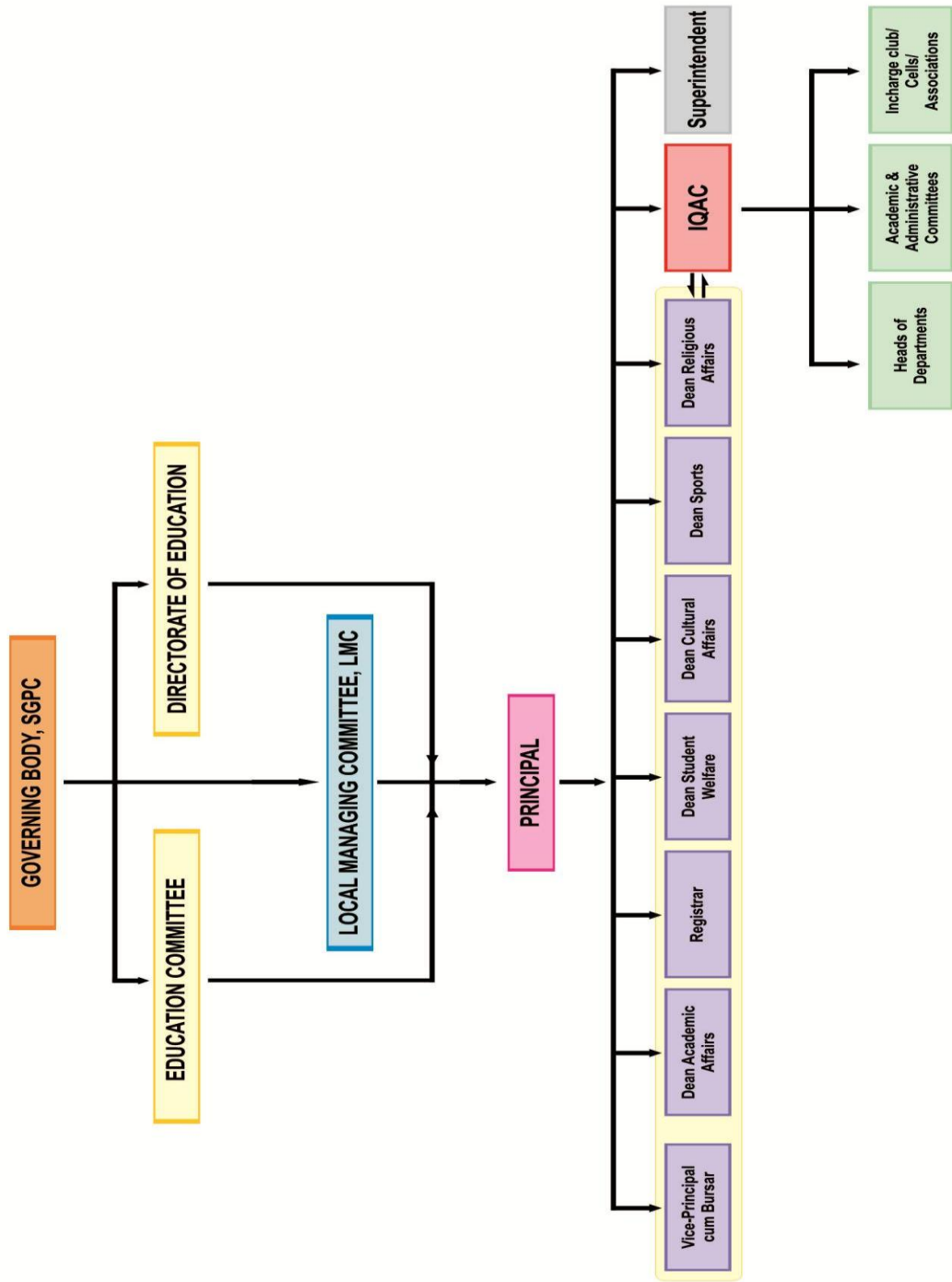
6.2.4 Give the broad description of the quality improvement strategies of the institution for each of the following:

Teaching and Learning:

- Various Academic committees are formed for proper conduct of teaching learning process e.g. Time Table committee, Students' Attendance Committee, Library Advisory Committee.

- Remedial classes are arranged for slow learners.

- Advanced knowledge is provided through Audio-Visual Aids, Expert Lectures, Seminars, Web links, Internet Facility.

- Many scholarships are made available to meritorious as well as needy students. Students with special achievements in sports are given fees concessions. Students, with extraordinary achievements in different fields, are motivated by rewarding them with prizes/awards.

Research and Development

- Institute has formed a research committee to promote research related activities. It helps in passing information regarding research projects offered by various funding agencies.

- Various departments organize workshops, conferences, seminars, etc. Faculty members are also motivated to attend workshops, conferences, seminars etc. organized by other institutes. To facilitate aforesaid, there is provision of duty leave, payment of TA/DA and registration fee.

- There are 61 periodicals in the library, access to INFLIBNET with 6000 journals and 31 lakh books and wi-fi campus.

Community Engagement: The institute has constituted NSS unit, NCC unit, Red Ribbon Club, English Literary Society, Red Cross Society, Nanhi Chhaan Cell, Legal literacy club, Diet counseling cell and Gurmat Sabha to carry out community oriented

activities with the help of faculty and students. Various departments also contribute towards community by organizing activities related with social evils.

Human Resource Development: Salary is paid as per norms of UGC pay commission and it is released before 10th day of the next month. Professional development of faculty members is supported by institute. There is provision of duty leave for faculty members to participate in orientation courses, refresher courses, workshops, conferences, seminars and to deliver guest lectures. There is provision of casual leaves, medical leaves, earned leaves and maternity leaves too. There is summer, autumn and winter break as per university calendar

Career Guidance Cell is established for students to provide suitable help regarding career options. Many job oriented Add-on, short term courses are run to promote entrepreneurship. Various types of scholarships are made available to students, which include scholarships for meritorious students, students belonging to SC and BC, for Cancer and AIDS patients, etc. in the last four year about 50.57 % of the total students have been provided with financial assistance of Rs. 4,59,08,901/-. Fee concessions are given to needy students and to wards of class IV employees.

Industry interaction: There is limited industry in the area of Muktsar but still, different departments arrange interaction of students with industry stakeholders by organizing visits and trainings in industries located in and out of the town. Industrial experts are invited for guest talks also.

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

The President, SGPC chairs around 4-5 meeting in a year with the Principals of all the institutes run by it. These meetings are important source of feedback of institutes' functioning. Separate meetings between the Principal and the Secretary (education) and Director (Directorate of Education) are also convened as per the need. Annual Reports of

the institute and individual teachers' performance proformas are also sent to the management.

Other mode of information dissemination to stakeholders includes annual reports which comprise of various achievements and activities of the college in every field. This report is formally read on annual function. These reports are sent to the top management, to review the activities of Institution. Co-curricular and extra-curricular achievements are shared on Guru Nanak Dev ji's *Prakashpurab* (Birthday) celebration. Other sources include electronic and print media, telecommunication, internet and mail etc.

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

Management is in favor of participative spirit to encourage and enhance involvement of its staff in institutional processes. All important administrative committees include faculty as its members. Suggestions extended by the faculty help in expediting decision making process. Management gives annual increments based on annual performance to encourage and reward them. Professional development of staff is always supported by the management. Their personal problems are also handled with concern.

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

Management decided to provide salary hike to teaching staff appointed on ad hoc basis. It has been implemented from session 2015-2016. Another important resolution was passed on 11/7/2014 for grant of funds from SGPC to the college for construction of new building to the tune of Rs. 82,32,000/- . Work will start soon on this project.

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

No, affiliating university does not make any provision for according the status of autonomy to an affiliated institution.

6.2.9 How does the Institution ensure that grievance/ complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for prompting better stakeholder relationships?

Following the guidelines of University Grants Commission, college has formed a Grievance Redressal cell. It plays an active role in redressing students' problems in college campus. Students can convey their problems by writing application directly to redressal cell or through:

- Teachers / Tutors
- Students' council
- Suggestion/ complaint box

Members of grievance redressal cell convene meetings with the principal in which the nature of complaint is analysed and directed to the concerned authority of college for quick resolution.

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

No case has been filed by or filed against the Institute in the last four years.

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

Student feedback is taken by Dean, Academic Affairs to monitor and review the teaching-learning process and other aspects of Institute. Deficiencies and weaknesses revealed by analysis of feedbacks are tried to overcome maximally. Based on the

feedback from students, Institute purchased new computers and furniture, installed more water RO systems, replaced boards in classes, provided the facility of common room, etc.

6.3 FACULTY EMPOWERMENT STRATEGIES

6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non teaching staff?

The institute organizes various types of faculty development programmes to enhance the professional development of its teaching staff. The members of the teaching faculty also attend orientation and refresher courses, workshops, short term courses and summer and winter schools besides different seminar, conferences etc. organized by other institutes/ universities. The facilities of duty leaves, reimbursement of registration fee, TA and DA is also provided. Further, the college facilitates the professional growth of its teachers with a regular augmentation of the library and internet resources.

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

The institute organizes orientation program every year to retrain its staff, on different matters pertaining to faculty empowerment. The institute also organizes seminars, conferences, workshops, guest lectures, etc. There is provision of study leave and duty leave for staff to attend trainings or other professional development programs. Employees are motivated by providing increments, promotions and appreciation in the staff meeting.

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

Transparent appraisal system based on Punjab government and UGC guidelines is adopted to evaluate performance of the staff. Promotion to next grade/scale is strictly

according to API score gathered during teaching-learning process in prescribed duration. Self appraisal forms prescribed by the UGC are filed by staff members. These are evaluated by screening committee in the college and further send to top management. Annual report of performance, including activities attended outside the campus as important component is also collected from every staff member.

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

Outcome of review of performance appraisal reports by management are promotion to new grade/scale and annual increments. Total number of promotions, of teaching staff from 2012-16 are eight and of non-teaching staff are four. The promotions are communicated to stakeholders via letters issued by top management, SGPC.

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

Regular teaching as well as non-teaching staff is given benefits of Provident fund, Gratuity, maternity leave, earned leaves for maximum 300 days, medical leave, group insurance etc. All the staff members who retired from college were provided provident fund and gratuity. Maternity leave and medical leave is provided to all the applicants appointed on permanent basis. Regular as well as ad hoc staff is entitled to casual leaves. Fee concession is given to wards of class IV employees.

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

The good reputation of the college and top management, SGPC itself serves as attracting factor. The posts are advertised in reputed newspapers having good circulation as well as uploaded on the website of Directorate of Education, SGPC, and applications are invited. Salary is paid according to UGC norms. Pay scales are revised according to pay

commission norms. Annual increments and promotions are given. Facility of faculty house is provided to outstation faculty. Paid leaves, financial aid is also extended for qualification improvement. Last but not the least, healthy work environment is maintained to retain eminent faculty.

6.4 FINANCIAL MANAGEMENT AND RESOURCE MOBILIZATION

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

Budget is prepared prior to the commencement of session to set up fiscal targets and level of expenditures compatible with these targets. Budget includes the following heads: 95% grant-in-aid funds, building fund, society fund and management funds. Bursar monitors the financial flow through functioning of Administrative committees related to financial matters like Amalgamated funds committee, Purchase committee, Fee concession committee, UGC affairs committee and construction committee. Quotations are invited for any purchase to be made. All the bills are scrutinized by Bursar and then are passed to accounts branch to be incorporated into expenditure heads under the supervision of Superintendent. All the payments are done through cheques.

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

Internal audit is done by Bursar and Superintendent on routine basis as per mechanism specified in 6.4.1. To validate internal audit done by authorities of the college, there is provision of other internal audit carried out by the agency of Punjab Government 'Internal audit- Finance and Accounts' of District Faridkot. External audit is performed by two separate firms- 'Auditor General of Punjab' and CA sponsored by Central Management, SGPC. Audits are done every year and are up to date. There are no significant audit objections, minor ones are taken care of.

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

Major sources of institutional funding are fees and funds collected from students and grant-in-aid from Punjab government. Additional funding is obtained from the top management, SGPC and through UGC grants. Institute has not faced any overall financial deficit yet. Corpus fund available as on 31-03-2016 is Rs. 1,72,25,625/-.

Following are the income and expenditure statements of last four years. Audited income and expenditure reports will be provided to peer team during on site visit.

S. No.	Session	Total income (in Rs.)	Total expenditure (in Rs.)
1.	2012-2013	6,13,83,976/-	5,17,29,919/-
2.	2013-2014	4,99,18,215/-	4,00,96,407/-
3.	2014-2015	5,44,90,196/-	5,01,49,141/-
4.	2015-2016	7,10,28,422/-	6,37,32,507/-

6.4.4 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).

Institution approaches its top management, SGPC to obtain funds for various purposes. Detail is as follows:

Sr. No	Resolution Number	Date	Amount	Purpose	Status
1.	838	24/7/12	Rs. 31,15,887/-	Construction of faculty house	Completed
3.	1228	26/2/14	Rs. 20,00,000/-	Grant for stadium building	Completed

3.	1503	11/7/14	Rs. 82,32,000/-	Construction of new building	Tender pending
4.	3084	23/1/15	Rs. 15,53,000/-	Purchase of official vehicle	Completed

In addition to the above stated funding, institute has generated additional sources of income by constructing mini market (a shopping complex) inside the campus. Shops are lent on lease. This effort also facilitates to cater to students' daily needs. Other than this, efforts are made to approach UGC, MPs, MLAs and other eminent and affluent personalities of the town for funds.

6.5 INTERNAL QUALITY ASSURANCE SYSTEM

6.5.1 Internal Quality Assurance Cell (IQAC)

a). Has the institution established an internal quality assurance cell (IQAC)? If yes, what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?

Institute has established an Internal Quality Assurance Cell with a view to improve the quality in all aspects. Quality assurance is ensured by formulation of aims and objectives, proper monitoring of activities carried out to achieve stated aims, reviewing the process after completion of task and feedback from various stakeholders. Constitution of various committees, cells and bodies is done to achieve the stated purpose. IQAC has improved the outcome in academics, sports and co-curricular activities. These outcomes altogether resulted in continuous rise in number of students admitted and improved financial state of Institute.

b). How many decisions of the IQAC has been approved by the management/ authorities for implementation and how many of them were actually implemented?

IQAC takes decisions on the basis of feedback from all the stakeholders and are conveyed to the management through Principal. Many of the decisions taken by the IQAC have been implemented.

c). Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.

Yes, the IQAC has an external member on its committee to guide in the matters pertaining to administration and teaching-learning process.

d). How do students and alumni contribute to the effective functioning of IQAC?

Alumni of the college serve as resource to the institute in various aspects. They give valuable suggestions and feedback for improving Institutional activities.

e). How does the IQAC communicate and engage staff from different constituents of the institution?

IQAC has involved staff according to seniority and interest to constitute various committees, cells, societies, HODs, proctors who are involved directly in reinforcing the Quality. Communication with concerned person/body is done through meetings, telecommunication, notices, circulars and announcements through public addressing system installed in the college.

6.5.2 Does the institution have an integrated framework for quality assurance of the academic and administrative activities? If 'yes' give detail on its operationalisation.

Yes, institute has an integrated framework for quality assurance of the academics and administrative activities. All the administrative activities of the institute are headed by the Principal. Facilitation in this is provided by Principal's advisory committee constituting Vice-principal cum bursar and Dean, Academics as its members. The separate administrative committee is framed by college with senior faculty as its members who are also the part of other academic committees. It has Vice-principal cum bursar, Dean Academic Affairs, P.G Incharge, Dean, Cultural Affairs, Registrar, House Examinations,

incharge construction committee, incharge hostel, Dean, Religious Activities, Dean, Sports and Superintendent as its members.

Involvement of the members of teaching faculty in administrative activities trims the gap between Academics and administration resulting quicker communication and faster actions.

6.5.3 Does the institution provide training to its staff for effective implementation of the quality assurance procedures? If 'yes' give details enumerating its impact.

Though there is no formal training provided to the staff, IQAC briefs its aims and objectives to them through orientation program organized at the commencement of the session. Besides this, faculty is facilitated to attend trainings, conferences, workshops, orientations and refresher courses organized by various universities and colleges. Faculty members are also motivated to participate in the workshops, seminars, extension lectures are organized by different departments within the Institute.

6.5.4 Does the institution undertake academic audit or other external review of the academic provisions? If yes, how are the outcomes used to improve the institutional activities?

All courses are run in accordance with guidelines of UGC and Panjab University. Courses introduced in the college are properly inspected by the inspection teams of the affiliating University. Still to improve the quality, periodic academic audit is done by the Principal and Dean, Academic Affairsthrough department-wise meetings. Before commencement of new session, they review results of previous session class-wise as well as teacher wise. During the session theory and practical syllabi covered are also reviewed.

Outcome is discussed in various meetings with members of LMC and staff to improve institutional activities.

6.5.5 How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/ regulatory authorities?

IQAC ensures that internal quality is aligned to the requirements of University Grant Commission and the affiliating University.

UGC guidelines are strictly abided by in recruitment of quality faculty, establishment of various units like Anti- harassment cell, Grievance redressal cell, Carrier guidance cell etc.

Panjab University guidelines are strictly obeyed in regard to criteria of students' admission; number of students admitted per course; minimum 75% attendance; conduct of external, internal, practical exams; pass percentage in house examinations as specified by university and the number of teaching hours and total teaching days in session are in accordance with Panjab University.

6.5.6 What institutional mechanisms are in place to continuously review the teaching-learning process? Give details of the structure, methodologies of operations and outcomes?

Institute review teaching learning process by specific mechanisms like meetings, feed backs, examinations/assignments/ projects, continuous monitoring.

- Principal hold department wise and committee wise meetings to review the functioning of various departments and academics committees.
- Dean, Academics convene periodic academic audit and collects feedback from students.
- Intra departmental meetings are conducted by HODs.
- Proper check is kept on discipline, regularity and punctuality by monitoring through proctors and CCTV coverage.
- Agenda based tutorials are conducted fortnightly.
- Complaint and suggestion boxes are regularly checked and worked upon with great momentum.
- Subject teachers monitor regularity of students in class by compiling the fortnight attendance report.

Principal heads the meetings with Dean, Academics, HODs and Registrar to review academics. Outcome of all activities is quality teaching, excellent results and continual progress of institute. Feed backs are used to develop policies and plans.

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                              PRINCIPAL

        DEAN ACADEMICS              HODs            REGISTRAR

   PROCTORS      TUTORIAL      FACULTY         CLASS
      STUDENTS   INCHARGES     MEMBERS    REPRESENTATIVES
      FEED BACK
```
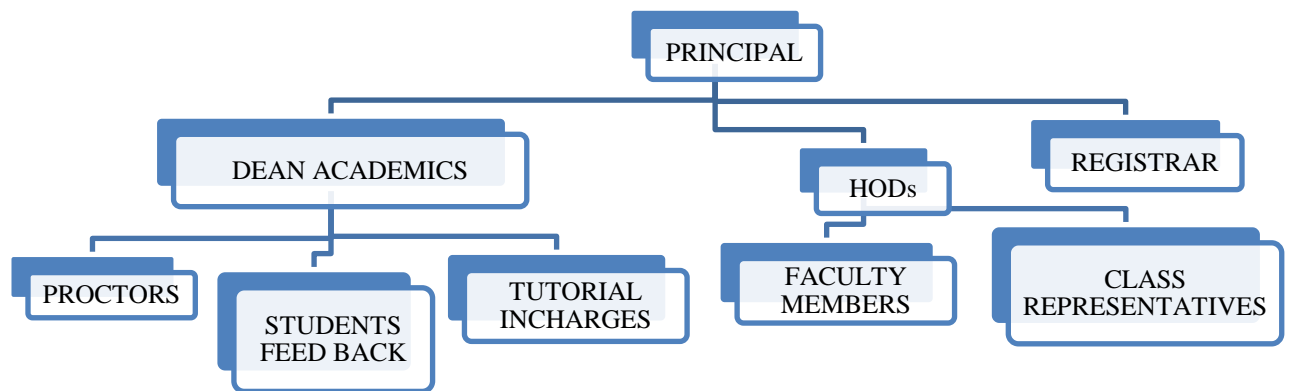
6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?

Following methods are adopted by the Institute to communicate its assurance policies, mechanisms and outcomes to its internal and external stakeholders:

- Orientation program is conducted at the beginning of session to convey aims and objectives of IQAC to teachers and students.
- Principal holds departmental and various committee meetings.
- Prospectus conveys the proper information regarding policies and rules of the Institute.
- College magazine is published annually under the title "Roopmani".
- Tutorials serve as important source of communication between students and their tutors, with the student tutor ratio being 40:1.

- Annual academic report containing the academic achievements of teachers and students is released on annual prize distribution function. Annual sports report is released on sports meet.

- Other means of communication include college website, notice boards, printed and electronic media, telephone, internet and post.

CRITERION- VII: INNOVATIONS AND BEST PRACTICES

7.1 ENVIRONMENT CONSCIOUSNESS

7.1.1 Does the Institute conduct a Green Audit of its campus and facilities?

The college assesses the environmental impact of the processes and the projects being carried out in the campus though not formally by any external agency. 7.1.2 contains the detail of its attempts to make not only the campus but also the students and the staff eco-friendly.

7.1.2 What are the initiatives taken by the college to make the campus eco-friendly?

- Energy conservation
- Use of renewable energy
- Water harvesting
- Check dam construction
- Efforts for carbon neutrality
- Plantation
- Hazardous waste management
- e-waste management

a) **For energy conservation and carbon neutrality**, the staff and the students of the college make sincere and fruitful efforts. A large number of students from nearby villages come in groups using private vans or use public transport systems such as buses, e-rickshaws; local students use cycles, cycle-rickshaws; a sizeable number of the students come on foot also. In the similar manner, a significant number of members of the teaching staff, both local and outstation, resort to carpooling while some of them come on bicycle too. In total, around 30 staff members are commuting by carpooling and about 50 vans are being used by the students to travel to and from the college daily. This results in reducing not only the fuel consumption and traffic congestion but also is an effort towards carbon neutrality. Another effort in this

direction was the cycle rally organized by the college in which the vice-principle, aged 56, along with some other teachers, led the students.

b) Further, the college building is largely well-lit and hence, needs **no electric lights** on sunny days.

c) The college makes **optimum use of renewable energy** in the form of solar geysers installed in the college hostel and faculty house.

d) The college's efforts in the direction of **plantation** can be known from the fact that it is recognized as "Green Campus" in the city. 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. Besides, the college has a tradition of celebrating Van Mahotsav, and planting saplings during NSS camps organized in the campus. Further, the Nanhi Chhaan Cell of the college has plantation as one of its chief motives.

e) **To avoid the noise pollution**, the college has managed to purchase silent power generators.

f) **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. In addition for bio-degradable waste, the college resorts to vermicomposting.

7.2 INNOVATIONS

7.2.1 Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the college.

Keeping in view the mission and the objectives of the institution, a number of innovative practices have been introduced in the last four years. The same are as below:

Extending Financial Help to the Students:

- As a special incentive to the meritorious students irrespective of caste, creed, or economic status, the college has installed the provision of Mai Bhago Stipend in which the students avail fee concessions according the percentage of the marks they secure in university examinations.

- From university merit holders, the college charges only university and DPI funds.

- For financially weak students, the college has initiated the special provision of payment of college fee in installments.

- Since the college is situated in the Malwa region of the Punjab, notorious as cancer belt, it has set up a provision for securing financial aid from the management for the students diagnosed with cancer.

For Academic and Skill Enhancement:

- In an attempt to enhance learning outcomes, the Department of English has started for the students the screening of films on the stories, dramas or novels prescribed in their coursework.

- As the college is situated in a remote region of the Punjab where the majority of the students come from rural background not well-versed in the language of English, teaching English literature generally remains a task for the teachers. To resolve the problem, our Department of English has encouraged the students to enact the dramas prescribed in their syllabus. The first attempt in this direction was the enactment of the play *Refund* from B.A. 2nd Semester Elective English syllabus by the students of Functional English and Elective English.

- The Department of Mathematics and Business Administration jointly have started organizing a workshop for preparing the students for various competitive and entrance tests such as conducted by different banks, Staff Selection Commissions, Public Service Commissions, and UGC.

- As a first in the college, the Department of Mathematics has created three different groups on the social site Whatsapp—for its UG and PG students, and for its alumni. Through these groups, the department not only provides its students

with e-material related with their coursework, but also circulates the information regarding the seminars, conferences, or workshop being organized in the region. The result of this effort is as below:

- Seven students and four alumni of the department participated in an international workshop on *Contribution of Women in Mathematics* at Punjabi University, Patiala, on February 6-7, 2017.
- Ms. Tanveer Bansal, a student of M.sc.(Mathematics) 4th semester, presented a paper in an international conference on *Innovative Trends in Mathematics, Computer and Information Science* at M. M. University, Mulana, Ambala, Haryana, on March 9-10, 2017.

For Support Staff:

- In an attempt to be supportive to its support staff (peons, sweepers, gardeners, gatekeepers, security guards), the college has established a provision of advance salary with sweets on the occasions of festivals like Deepavali, Lohri, Raksha Bandhan etc. In addition, they are also provided with two uniforms—summer and winter—every year by the college.
- The teaching staff of the college also contributes in lending a helping hand when some member from the non-teaching or the support staff is in need of monetary assistance for one reason or the other. During the last years, the teachers have pooled resources to defray the medical bills of one of our clerical staff, one of our maintenance staff, and one of our hostel staff.

For Promoting the Values of Good Citizenship among Students:

- Keeping in view the ensuing General Elections to Punjab Legislative Assembly on 04 February, 2017, 7th National Voters' Day was celebrated by English Literary society on 25 January, 2017. Focusing on the first time voters, the event was an attempt to exhort the students to use their voting rights actively. It included discussions on the history of universal adult franchise, voting rights to

women, significance of voting in a democracy, and the working of EVMs and VVPATs. The members of the society came out with *jaago*, poem recitations, and paper presentations to make the presence alive to the need of judicious voting.

- As a follow-up of the National Voters' Day celebration, English Literary Society undertook a poll survey, first of its kind, in the college campus after the above mentioned elections. The survey report revealed that more than 90% of eligible voters among the students used their voting right in the elections to contribute to the formation of the state government.

For Better Governance and Infrastructure:

- As the institution is spread in a large area of nearly 15 acres, CCTV cameras at key places in the campus have been installed for better discipline and governance.
- As the ground water of the region is not potable, R.O. systems have been installed in the campus.

For Sensitizing the Students Towards Health and Heritage:

- To motivate the youth to utilise their free time in a healthy way to acquaint them with the folk games played in the streets in the Punjab in pre-IT era, the Department of English organised an event titled *Reliving Street Games* on March 08, 2017. It included the Punjabi folk games like *stapu*, geete, skipping, *addi-tappa*, *anna-jhota*, *kotla-chhapaki*, gallery. The culmination of the event came with the international marathoner aptly titled the 'Turbaned Tornado' S. Fauja Singh running with the students and teachers on the track of Mai Bhago Sports Stadium of the college.

7.3 BEST PRACTICES

7.3.1 Elaborate on any two best practices which have contributed to the achievement of the Institutional Objectives and /or contributed to the Quality improvement of the core activities of the college.

Best Practice: 1. Striving to Keep the Cultural Heritage Alive.

Goals:

- To motivate the students to be rooted in their soil in the present age of vehement globalization.
- To channelize their energies towards the ways by which they can retain their distinct cultural identity and values.
- To direct the students towards communitarian and humanitarian living as against individualism.
- To provide the students with such opportunities as may train them to lead life in harmony— not only with humankind but also with Nature as well as with their own inner and outer self.
- To guide the students so as to make them assimilate the humanitarian philosophy (*maanas ki jaat sabai ekai pahachanbo; sarbat daa bhalaa*) of their religion.

The Context

In face of the contemporary rage of globalization and homogenization, local cultural ways and values of living are losing their recognition and so, existence. The situation demands educational institutions to take the responsibility of preserving and carrying the rich cultural heritage of the community further for the posterity. The significance of being rooted in one's culture become greater with the fact that it is culture which gives the individuals a sense of community and belongingness; and without cultural anchoring, individuals can't grow into all-round personalities. Further, in the present era of cut-

throat commercialism, the spiritual needs of human beings generally remain unaddressed. Therefore, higher education institutions need to factor in all the aspects of cultural heritage—tangible as well as intangible.

The Practice

Taking the moral and ethical value of education as its principal quality, each regular working day in the college begins with morning prayer— "*Deh Shiva bar mohe eh…*", a verse by Guru Gobind Singh ji, the tenth Sikh guru, followed by national anthem. Further, to keep the students well anchored in the humanitarian philosophy of the religion and culture, the college has designated one member of its teaching faculty as Dean, Religious Affairs, and has formed Gurmat Sabha, a student association to organize the activities focusing on the values of good citizenship and ethical behaviour. In addition, a sizable number of students in the campus go for various courses and tests having the same targets. For conducting these, the college collaborates with Dharam Prachar Committee, SGPC; Guru Gobind Singh Study Circle, Muktsar; and Sikh Missionary College, Ludhiana.

Furthermore, every year to mark the commencement of new academic session, and the birthday of Guru Nanak Dev ji, *akhand path* of Guru Granth Sahib followed by *langar* is organized. The event is managed wholly by the student volunteers which keeps them in a firm touch with their culture, and simultaneously trains them to work in team and to serve others before being served.

Living in harmony with Nature is another feature of our cultural heritage. Guru Nanak Dev ji, whose philosophy the college strives to follow, has proclaimed air the teacher, water the father, and earth the mother ("*Pawan guru, pani pita, mata dharat mahat…*"). Therefore, among other efforts for green environment, the college is making steady efforts to set, in this semi-arid zone, an example of green region with a wide variety of plants. As a result of such efforts during the last four years, there are 148 species of plants in the college with the diversity of 31species of trees, 24 of shrubs and small trees,

48 of herbs and potted plants, 22 of annuals and flowering plants, 4 of gymnosperms, 2 of ferns, and 17 species of weeds.

To keep the tradition of folk festivals going, the festivals of *Teej*, *Lohri*, Basant, and Holi are celebrated in the campus every year. The college has a team of traditional Sikh martial art *Gattka* and trained singers in *vaar* and *kwishari* (genres in heroic poetry). Another effort to preserve the memory of the tangible culture of the region has been by the Department of Punjabi. The department is maintaining a museum to showcase the household and agricultural articles used in the pre-industrial Punjab.

Evidence of Success

The students and also the alumni of the college find the practice of morning prayer spiritually strengthening. The passionate appreciation of this practice comes from the teachers also as some of the teachers, besides those in Music, are a part of the chorus reciting the morning prayer on the public address system. The success of the activities related with the moral and ethical aspects can be surmised from the fact that in the last four years, in each of the courses/tests mentioned above, the number of scholarship winners and merit holders has gone up. In the same manner, the enthusiastic as well as efficient involvement of the students in the organization of religious events like *akhand path*, *langar,* and various traditional festivals is a manifestation of their assimilation of the values imparted by these activities. In *Vaar* and *Kwishari* singing and *Gattka*, the college teams have won a number of prizes in many inter-college competitions. Regarding environment also, the college's efforts have been fructified as today about 65% of its total area is under green cover including trees, flower beds and grassy lawns (besides 690 potted plants), while for the Punjab the figure is 3.07% and for the district of Muktsar, it is less than 1%.

Problems Encountered and Resources required

In organizing all the activities, the foremost requirement is of arranging funds as the infrastructure and human resources required can be arranged with the finances only. The range and quality of the pursuits can be certainly enhanced if there is more money available. Further, near about two-thirds of the college students come from nearby villages and they commute in groups by vans which leave the college at 3:00 pm after the classes are over. Therefore, though once motivated, the students enthusiastically take part in the activities, problems are encountered in scheduling the practice sessions within their free periods. The task of procuring various articles for Punjabi heritage museum and maintaining the same also have spatial, monetary, and human resources requirements.

Contact Details:

Name of the Principal	:	**Mrs. Navjot Kaur**
Name of the Institution	:	**Guru Nanak College for Girls, Muktsar**
City	:	**Muktsar**
Pin Code	:	**152026**
Accredited Status	:	**CGPA of 2.60 on four-point scale with B grade**.
Work Phone	:	**01633-260229**
Fax	:	**01633-260229**
Website	:	**www.gncmkt.com**
E-mail	:	**principal_gnc@yahoo.com**
Mobile	:	**08427700559**

Best Practice: 2. Financial Assistance to the Students

Goals

- To improve the access of the financially weaker section of the society to higher education.
- To assist the socially disadvantaged groups of the society in their upward mobility through education.
- To motivate the meritorious students, through financial incentives, to work harder.
- To promote sports by supporting deserving sportsperson.

The Context

Striving towards the establishment of an egalitarian society, among other things, is the college's mission. 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. In the social set-up where girls are groomed to cater to the domestic demands first, their excellence in academics needs to be recognized and encouraged irrespective of their social and economic status. Similarly, the promising sportswomen also are to be supported for the promotion of sports among the womenfolk of the region.

The Practice

The institutional financial assistance is being provided to the students under the following categories:

- Poor Students' Aid Fund.
- Mai Bhago Stipend.
- Freeships for Sportspersons

- Concessions to Sportspersons in Boarding and Lodging Charges.

The college secures financial assistance for its students from various State/Central government and other agencies also:

- Post-Matric scholarships for the students of— Minority Community; Scheduled Castes; Backward Classes.
- Sita Ram Jindal Memorial Scholarship for brilliant students.
- Diwan Prem Nath and Radha Krishnan Prem Kaur Memorial Fellowship.
- Special scholarship for AIDS/ cancer patient, single girl child, physically disabled students, and for the children of construction workers.
- LIC scholarships.
- The Punjab government scholarships for meritorious students.
- Nishkam Sewa Society scholarships.

Moreover, contributing to the support of the students with outstanding performance in different spheres, the college has 13 annual awards installed by different munificent families of the society.

Evidence of Success

In the last four years, the number of students benefitted from various schemes of economic aid and scholarships has increased steadily, and resultantly the amount of the same also has risen.

Year	% of student beneficiaries
2012-13	42.45
2013-14	44.72
2014-15	47.43
2015-16	65.58

The institutional financial assistance in the last four years is also substantial:

Fee Concessions/Freeships	Rs. 1,18,22,918/-
Concessions in Hostel Funds	Rs. 3,40,050/-
Annual Cash Awards	Rs. 1,15,800/-

No less significant is the assistance received from the State/Central government and other agencies during the period:

Scholarships	Rs. 2,24,90,349/-
Freeships to SC Students	Rs. 1,11,05,684/-

Problems Encountered and Resources required

While the institutional financial aid is being managed well by the college, difficulties occur in securing the support from government agencies:

- After the sanction of the scholarships, often there is a delay in the release of the funds causing much trouble to the institution as well as to the students concerned.

- In the online application process, a number of documents have to be uploaded with each application. So, in the cases when the server is slow, the college staff has to come again in the evening to work late till night.

A social hindrance—when girls are got married in the middle of their academic course and forced to leave the studies, the financial help provided to them simply go fruitless.

Contact Details:

Name of the Principal   : **Mrs. Navjot Kaur**

Name of the Institution   : **Guru Nanak College for Girls, Muktsar**

City   : **Muktsar**

Pin Code   : **152026**

Accredited Status   : **CGPA of 2.60 on four-point scale with B grade**.

Work Phone   : **01633-260229**

Fax   : **01633-260229**

Website   : **www.gncmkt.com**

E-mail   : **principal_gnc@yahoo.com**

Mobile   : **08427700559**

E. EVALUATIVE REPORT OF THE DEPARTMENTS

DEPARTMENT OF ENGLISH

1. Name of the Department:		Department of English		
2. Year of the Establishment:		1970		
3. Name of the Courses offered	UG	B. A. English Compulsory	B. A. Elective English	B. A. Functional English
	Dual Degree Course	Certificate Course in Communicative English	Diploma in Communicative English	Advance Diploma in Communicative English
4. Annual/Semester/choice based credit system (Programme wise): Semester & Annual System				
5. Participation of the department in the course offered by the other departments: Dept. of Computer Science, Dept. of Business Administration, Dept. of Basic Sciences, Dept. of Fashion Designing, Dept. of Biotechnology, Dept. of Commerce.				
6. Number of Teaching Posts:				

	Sanctioned(Aided+ Management)	Filled
Asst. Professors	03(Aided), 01(Management)	02(Aided), 01 (Management)

7. Faculty Profile with name, qualification, designation, specialization:

Name	Qualification	Designation	Specialization	No. of Years of Experience
Ms. Anshu	M. A.	Associate Prof.	American Literature	34
Dr. Neeta Kumari	M. A. (English, Economics), B. Ed., PGDCA, UGC-NET, Ph. D.	Asst. Prof.	Linguistics, Indian Writings	09
Ms. Sandeep Kaur	M. A., M. Phil., UGC-NET, Ph. D. (Pursuing)	Asst. Prof.	African Lit., Post-colonial Lit., Shakespeare	02
Ms. Ekta	M. A., M. Phil.	Asst. Prof.	Eco-criticism, Linguistics, American Literature	05
Ms. Lakhvir Kaur	M. A., B. Ed.	Asst. Prof.	American Literature,	02

			Shakespeare	
Ms. Gurbinder Kaur	M. A., B. Ed.	Asst. Prof.	American Literature, Indian Writing	01
Ms. Puja Rani	M. A., B. Ed.	Asst. Prof.	Linguistics, American Literature	03
Ms. Jashandeep Kaur	M. A., B. Ed.	Asst. Prof.	Linguistics, American Literature	01

08.Percentage of lectures delivered and practical classes handled (Programme wise) by temporary faculty)

Course	Percentage of Lectures delivered by temporary faculty
U.G.	66.6%

09.Student-Teacher Ratio (Programme wise):

Class	U.G. (In General English)
Teacher- Student Ratio	1:37

10.Qualifications of teaching faculty with D. Sc./ D. Litt./ Ph. D./ M. Phil./ PG:
Ph.D. (01), M. Phil. (02), PG (05)

11. Publication:

Name of the Faculty	Number of Chapter in Books	Number of Publication in peer Reviewed Journals	Number of papers with ISSN	Articles in Newspaper
Dr. Neeta Kumari	01	03	03	-
Ms. Sandeep Kaur	-	02	02	-
Ms. Majwant Kaur	-	-	-	37

11.Areas of Consultancy and income generated :

Name of Faculty	Area of Consultancy
Dr. Neeta Kumari	Teacher training Programme in DIET, Muktsar
	Paper Setter (PTET) conducted by Punjab School Education Board, S.A.S. Nagar Mohali.

12.Awards/ Recognitions received by faculty and students:

Name of Teacher/ Students		Awards/ Recognitions
Faculty	Dr. Neeta Kumari	Honored by Guru Gobind Singh Study Circle, Muktsar-Fardikot-Bathinda Zone, for using the eco-friendly means of transportation i.e. bicycle for coming to the college & thus, motivating the

		students for the same, on 12[th] March, 2017.
Student	Jashandeep Kaur (B.A. III)	Silver Medal for translating a poem from English to Punjabi in a competition conducted by Panjab University, Chandigarh in 2012.

13. List of eminent academicians and scientists/visitors to the department:

Name of Academicians/visitors	Designation and Address
Dr. P.S. Romana	Prof. in English, Punjabi University Regional Centre, Bathinda, Punajb.
Mr. Kuldeep Singh Chahal	Senior Superintendent of Police, Sri Muktsar Sahib.
Mr. Rudraneel Singh	Head of American TESOL institute
Mrs. Riya	Senior Manager of American TESOL institute
Mr. Kanwaljeet Singh Sidhu	Executive Director, Virast Multi-Purpose Organization, Punjab
S. Fauja Singh	International Marathon Runner

14. Student Profile Programme/ Course Wise (2015-16):

Name of the Course	Applications received	Selected	Enrolled Female	Pass Percentage
U.G. (English Compulsory)	1521	1521	1521	94%
B.A. (Elective English)	178	178	178	96%
B.A. (Functional English)	22	22	22	100%

15. Diversity of Students: 2015-16

Name of the Course	% of Students from the same state	% of Students from the other state	% of students from **abroad**
B.A. (English Compulsory, Elective English, Functional English)	99.9%	0.1%	Nil

16. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Competitive Exam.	NET	CTET	Civil Services
No. of Students	03	01	01

17. Student progression: (2012-2016)

Student progression	Against % enrolled
UG To PG	20%
PG To M. Phil.	1%
PG To Ph. D.	0.1%
Employed	20%
Entrepreneurship/Self-Employment	5%

18. Details of infrastructural facilities:

a)Library: Department has 3165 books in main library and 120 in the departmental book bank.	
b)Internet facilities for staff & students: Internet facilities are provided in the main library.	
c)Classrooms with ICT Facility: 02 (Language Lab, Seminar Hall)	
d)Laboratories: 01 (Language Lab)	

19.Number of students receiving financial assistance from college/university/ government or other agencies:

Course	No. of Students	Name of funding agency
B. A.	164	College

20.Details on student enrichment programmes (special lectures/workshop / seminar) with external experts:

Date	Special lectures/Workshop/Seminar	Theme/Topic
11-10-2012	Workshop	Communication Skills in English and Job Opportunities
28-08-2014	Special Lecture	Keys to Good Health
24-02-2014	Screening of Documentary	*Pani Pe Likha*
04-09-2014	Screening of Animation Film	*The Selfish Giant* Based on the story of the same name by Oscar Wilde
30-09-2014	Screening of Dance Drama	*Chandalika* based on Rabindernath Tagore's Drama
17-09-2014	Screening of Movie	*Khuda ke Liye*
07-11-2014	Field Trip	Thermal Plant Bathinda, Razia Sultana Fort
09-10-2015	Field Trip	Anandpur Sahib, Naina Devi, Hindustan Time office and Press, Chandigarh
13-08-2016	Screening of Story	The Diamond Necklace based on Guy de Maupassant's story
08-09-2016	Celebration	International Literacy Day
20-09-2016	Competition	Caption Writing Contest
28-09-2016	Event	Rang De Basanti
13-02-2017	Screening of Movie	*Guide* based on R.K. Narayan's novel of the same name.

21.Teaching methods adopted to improve students' learning: Class Discussions, Assignments, Role Plays, Charts, AV Aids, Movies/Documentary Show, Demonstration Method, Word Games, Staging plays from the course work, situational teaching, and visiting newspaper office, TV Stations.

22.Participation in Institutional Social responsibility (ISR) and extension activities:

Date	Social responsibility (ISR) and extension activities
09-02-2016	A "Cycle Rally" to aware people of benefits of cycling for better environment, safe road and good health.
26-02-2016	An awareness campaign "Polythene free campus" to make environment eco-friendly and healthy.
25-01-2017	Celebration of 7[th] National Voters' Day
06-02-2017	Poll survey after the General Elections to Punjab Legislative Assembly on 4 February, 2017.
15-02-2017	Orientation Programme on Functional English for the students of 10+2 of Guru Nanak Collegiate Sen. Sec. School, Sri Muktsar Sahib.
08-03-2017	Organization of the event *Re living Street Games* to retrieve some of the Punjabi folk games played by the students in the past. The event coincided with the visit of S. Fauja Singh, a centenarian marathon runner of international repute.

23.SWOC analysis of the department and future plans:

Strengths: Language Lab, Departmental Library, Diversity of Course, Qualified faculty, Good Results, Literary Society Activities, Placement of Students.

Weakness: A large number of students from disadvantaged section and with weak foundation in English; insufficient number of regular faculty; Curriculum not in line with the needs of rural students.

Opportunities: Remedial Classes.

Challenges: Blanket ban on recruitment of faculty on regular basis by the state government since 2003.

Future Plans:
- To start Post graduation course in English.
- To introduce more activities in the teaching process so as to make the learning easy and interesting.

DEPARTMENT OF PUNJABI

1. Name of the Department:		PG Department of Punjabi		
2. Year of the Establishment:		1970		
3. Name of the Courses offered	**U.G.**	B.A. (Punjabi Compulsory)		B.A. (Elective Punjabi)
	P.G.	M.A. Punjabi		

4. Annual/Semester/choice based credit system (Programme wise):
Semester System

5. Participation of the department in the course offered by the other departments:
Department of Humanities, Dept. of Commerce, Dept. of Business Administration, Dept. of Basic Sciences, Dept. of Biotechnology, Dept. of Fashion Designing, Dept. of Computer Science.

6. Number of Teaching Posts:

	Sanctioned (Aided+ Management)	Filled
Asst. Professors	02 Aided, 03 (Management)	01 (Aided) 03(Management)

7. Faculty Profile with name, qualification, designation, specialization, (D. Sc./ D. Litt./ Ph. D./ M. Phil. etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience
Dr. Rana Baljinder Kaur	M.A., M. Phil,UGC-NET, Ph.D.	Asst. Prof.	Poetry	23 Yrs.
S. Sukhwinder Singh	M.A., M. Phil, UGC-NET, Ph. D.(Regd.)	Asst. Prof.	Criticism	16 Yrs.
Dr. Mandeep Kaur	M.A., B. Ed, UGC NET, Ph.D.	Asst. Prof.	Fiction	17 Years
Mrs. Paramjeet Kaur	M.A.,M.Ed, M. Phil,Diploma in Guidance & Counseling, Ph.D.(Regd.)	Asst. Prof.	Fiction	8 yrs.
Mrs. Sandeep Kaur	M.A.,B.Ed,UGC (NET) Ph.D. (Enrolled)	Asst. Prof.		2 Yrs.
Mrs. Kulwinder Kaur	M.A., M.Ed, UGC (Net)	Asst. Prof.		1 Yrs.
Mrs. Veerpal Kaur	M.A. ,M.Ed,UGC (Net)	Asst. Prof.		1 Yrs.
Miss.	M.A.,B.Ed	Asst. Prof.		2 Yrs

Amandeep Kaur				
Mrs. Amritpal Kaur	M.A.,M.Phil, UGC-NET	Asst. Prof.		2 Yrs
Miss. Harinder Kaur	M.A., B.Ed, M. Phil, UGC (Net)	Asst. Prof.		2 Yrs

8. Percentage of lectures delivered and practical classes handled (Programme wise) by temporary faculty)

Name of the Course	Percentage of Lectures delivered by temporary faculty
U.G.	60%
P.G.	0%

9. Student-Teacher Ratio (Programme wise):

Class	U.G.	P.G.
Student-Teacher Ratio	1:37	1:32

10. Department project funded by DST-FIST, UGC, DBT, ICSSR, etc.:

Name of faculty	Minor Project	Sponsored by	Grant received
Dr. Rana Baljinder Kaur	**Co-investigator:**Printing Press and Development of Punjabi literature	UGC, New Delhi	1,10,000/-
Dr. Mandeep Kaur	**Principal investigator:** Rai Sikh Community of District Ferozpur: literary surrey and evolution	UGC, New Delhi	96,776/-

11. Qualifications of teaching faculty with DSc/D.Litt/Ph.D/M.Phil/PG.: Ph.D. (02), M.Phil. (06), PG (03)

12. Publication:

Name of the Faculty	Number of Books with ISBN	Books Edited	Number of Chapter in Books	Number of papers with ISSN	No.of Articles in souvinar& Newspaper
Dr. Rana Baljinder Kaur	01	---	---	07	04
Dr. Mandeep Kaur	02	01	01	03	---
Ms. Parmjit Kaur	02	01	02	05	02+02
S. Sikhvinder Singh	---	---	---	01	02
Ms. Kulwinder Kaur	**---**	**---**	**---**	01	**---**

12. Awards/ Recognitions received by faculty and students:

Name of Student	Awards/ Recognitions
Jashandeep Kaur (B.A. IIIrd)	Gold Medal, K.C. Bali Declamation Contest, Panjab University Chandigarh
	Silver Medal, K.K. Grover Declamation Contest, Panjab University Chandigarh
Sandeep Kaur (B.A. IIIrd)	4th Position in State level Competition "Dhee Punjab di" organized by Student Welfare Department, Punajb

13.Faculty as members in a) National Committees b) International Committees c) Editorial Boards:

Name of the Faculty	Editorial Board/Committee
Dr. Rana Baljinder	Chief Editor College Magazine "Roopmani" from 2013-14 and 2014-15
	Editor Punjabi Section of College Magazine "Roopmani" from 2015-16
Mrs. Paramjit Kaur	Editor Punjabi Section of College Magazine "Roopmani" 2013-14 and 2014-15
Dr. Mandeep Kaur	Life time member of Punjabi Sahit Academy , Punjab
	Life time member of kendri kalla prishid, Chandigarh

14. Student Projects:

Percentage of Students who have done in house projects including inter-department programme: 30%

15. List of eminent academicians and scientists/visitors to the department:

Eminent academicians and visitors	Designation and Address
Prof. Kirpal Singh Badungar	President, Shiromani Gurudwara Parbandhak Committee, Sri Amritsar.(S.G.P.C)
Prof. Gurdial Singh	Jnanpith awardee (Novelist)
Padamshri Surjit Patter	Saraswati Awardee, Sahit Academy Award (Poet)
Dr. Variaam Sandhu	Eminent Story writer
Dr. Tejinder Kaur Dhaliwal	Ex. Chairperson Punjab School Education Board, Mohali & Member Punjab Public service Commission, Punjab
Dr. Jagbir Singh	Prof. & H.O.D of Punjabi department, Delhi University.
Dr. Harpal Singh Pannu	Prof., Department of Philosophy, Punjabi University, Patiala
Dr. Inderjeet Singh Gogoaani	H.O.D. of Religious Study, Khalsa College, Amritsar
Dr. Inderjeet Kaur	President, All India Pingalwara Society,Amritsar
Dr. Harshinder Kaur	Writer and Doctor in Civil Hospital, Patiala

Dr. Madanjeet Kaur Sahota	Principal (Retd.)
Dr. Ravinder Kaur	Principal, SBBSMGC of Education, Sukhanad (Moga)
Dr. Sukhdev Singh Sirsa	Punjabi Critic & Prof., Panjab University, Chandigarh
Dr. Jeet Singh Joshi	Punjabi Critic &Prof., Punjabi University Regional Centre, Bathinda
Dr. Paramjeet Singh Dhingra	Punjabi Critic & Prof., Panjab University Regional Centre, Muktsar
Dr. Daria	Prof.,Guru Nanak Dev University, Amritsar
Dr. Karamjit Singh	Prof., Kurukshetra University, Kurukshetra
Dr. Surjit	Prof., Punjabi University, Patiala.
Dr. Sarbjit Singh	Associate Prof., Panjab Agriculture University, Ludhiana
Dr. Rajnish Bahadur Singh	Punjabi Critic & Prof., D.A.V. College, Jalandhar
Mr.Balveer Parvana	Story writer & Novelist, Literary Editor, Nawa Jamana Newspaper
Dr. Bheeminder Singh	Punjabi Critic & Prof., Punjabi University, Patiala
Mr. Baldev Singh Sadaknama	Punjabi Novelist, Storywriter
Dr. Makhan Singh	Essay writer
Ms. Ninder Ghugianvi	Essay writer
Mr. Baldev Singh Azad	Essay writer
Mr. Baljinder Nasrali	Punjabi Story writer & Associate Prof., Delhi University.
Dr. Harjinder Surrewalia	Punjabi Story writer & Lect. Govt. School Bhullar.
Dr. Davinder Saifi	Punjabi Poet
Ms.Harpinder Rana	Punjabi Story writer
Ms. Sarabjeet Mangat	Folk singer and Writer
Dr. Kamalpreet Kaur	Punjabi Critic, Asst. Prof., University College, Balachor
Dr. Kanwaljeet Kaur	Principal, Diamond Public school, Khrar, Mohali
Ms. Jalnidh Kaur	Poetess and Research Scholar Oxford University, London

16.Seminars/Conferences/Workshops organized & the source of funding a) National b) International:

Date	Conferences	Theme/Topic	Sponso red By
02-03-2012	National Conference	Literature Culture & Media: Reflection of Women	UGC, New Delhi
23-11-2015	National Seminar	Sabhiyacharikaran di Parkirya ate	CDC.

		Punjabi Sahit	Panjab University, Chandigarh
22-02-2017	National Seminar	Aduti Saksiate Sri Guru Gobind Singh ji:Bahupakhi Addayan	-

17.Student profile programme/course wise (2015-16):

Name of the course/Programme	Applications received	Selected	Enrolled Female	Pass Percent age
M.A.II	28	28	28	100%
M.A. I	35	35	35	100%
B.A.III	370	370	370	100%
B.A. II	387	387	387	100%
B.A.I	435	435	435	100%

18.How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Competitive Exam.	NET
No. of Students	05

19.Student Progression

Student progression	Against % enrolled
U.G. To P.G.	60%
P.G. To M. Phil.	25%
P.G. To Ph.D.	10%
Employed	50%

20.Details of infrastructural facilities:

a) **Library:** Department has 6000 books in the main library and Departmental book Bank.

b) **Internet facilities for staff & students:** Internet facilities are provided in the main library. The department also has a computer with internet facility

c) **Classrooms with ICT Facility:** 01 (Seminar Hall)

d) **Laboratories:** Heritage Museum

21.Number of students receiving financial assistance from college university government of the other agencies:

Sr.No.	Course	No. of Students	Name of funding agency
1.	M.A.	04	College

22.Details on student enrichment programmes (special lectures/workshop/seminar) with external experts:

Date	Seminars/Conferences /Workshops	Theme/Topic
31-08-2012	Ru-b-Ru Programme	Disscussion on Punjabi Novel

09-11-2012	Ru-b-Ru Programme	Disscussion on Punjabi Prose
30-01-2013	Ru-b-Ru Programme	Disscussion on Punjabi Stories
06-02-2013	Ru-b-Ru Programme	Disscussion on Punjabi Poetry
02-03-2012	National Conference	Literature Culture & Media: Reflection of Women
08-08-2014	Ru-b-Ru Programme	Discussion on Punabi Songs
22-10-2014	Extension Lecture	Ajuki Jindgi vich Haas Viaang di Mahattata
30-10-2014	Ru-b-Ru Programme	Punjabi Language
10-03-2015	Seminar	Azoki Nari: Dasha te Disha
02-09-2015	Extension Lecture	Vishvikaran Dian Punjabi Sahit nu Chunotiyan
04-09-2015	Extension Lecture	Bhasha Vigyian ate Punjabi Bhasha
19-09-2015	Ru-b-Ru Programme	Punjabi Literature
23-11-2015	National Seminar	Sabhiyacharikaran di Parkirya ate Punjabi Sahit
22-02-2017	National Seminar	Aduti Saksiate Sri Guru Gobind Singh ji:Bahupakhi Addayan

23.Teaching methods adopted to improve students' learning: Discussion Method, Lecture Method, Questioning Method and Assignments

24.Participation in Institutional Social responsibility (ISR) and extension activities:

Session	Activity
2012-13	Distributed 800 plants to the graduates at convocation
2012-13	Special lecture on Female Foeticide
2014-15	National seminar " Ajoki Nari: Dasha and Disha
2013-16	Tree Plantation

25.SWOC analysis of the department and future plans:

Strengths	Heritage Museum, Departmental Library, Diversity of Course, Quazlified faculty, Good Results with University Positions, Punajbi Sahit Sabha, Placement of Students.
Opportunities	**Research, Jobs in both Government and Private sectors.**
Challenges	Blanket ban on recruitment of faculty on regular basis by the state government since 2003.
Future Plans:	Research Centre, Research Projects

DEPARTMENT OF HINDI

1. Name of the Department:	PG Department of Hindi		

2. Year of the Establishment: 1970		

3. Name of the Courses offered	**UG**	B. A. Elective Hindi
	PG	M. A. Hindi

4. Number of Teaching Posts:

Asst. Professors	**Sanctioned (Aided+ Management)**	**Filled**
	01 Aided, 01 Management	01 (Aided), 01 (Management Post)

5. Faculty Profile with name, qualification, designation, specialization,(D. Sc./ D. Litt./ Ph. D./ M. Phil. etc.,)

Name	**Qualifi cation**	**Designation**	**Specialization**	**No. of Years of Experience**
Dr. Neena Mehta	M. A., M. Phil., Ph.D.	Asst. Prof.	Hindi Natak	17
Dr. Neeraj Gupta	M. A., B.Ed., Ph.D.	Asst. Prof.	Hindi Poetry	10
Ms. Rashi	M. A., B.Ed.	Asst. Prof.	-	1

6. Percentage of lectures delivered and practical classes handled (Programme wise) by temporary faculty)

Course	**Percentage of Lectures delivered by temporary faculty**
U.G.	50%
P.G.	50%

7. Student-Teacher Ratio (Programme wise):

Class	**P.G. (Hindi)**
Teacher-Student Ratio	1:25

8. Qualifications of teaching faculty with D. Sc./ D. Litt./ Ph. D./ M. Phil./ PG:
Ph.D. (02), PG (01)

9. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:

Name of Faculty	**National funding agencies**	**Grant**
Dr. Neena Mehta (Co-investigator)	Major Project "Comparative study of Hindi and Punjab dalit Stories" funded by University Grant Commission (UGC)	4,63,000/-

10.Publication:

Name of the	**Number**	**Books**	**Number**	**Number of**	**Number of**

Faculty	of Books with ISBN	Edited	of Chapter in Books	Publication in peer Reviewed Journals	papers with ISSN
Dr. Neena Mehta	-	02	03	01	01
Dr. Neeraj Gupta	01	-	01	01	-

11.Faculty as members in a) National Committees b) International Committees c) Editorial Boards:

Name of the Faculty	Editorial Boards
Dr. Neena Mehta	Member P.G. Board of Studies, Dept. of Hindi, Panjab University Chandigarh.
	Faculty Editor (Hindi Section) 2015-16 of the Annual Magazine "JawanTrang", Dept. of youth welfare, P.U. Chd.
	Editor of Hindi Section College magazine 'Roopmani' Since 2003 to 2014.
	Editor in chief of College magazine 'Roopmani' during 2008-09, 2014-15, 2015-16

12.Awards/ Recognitions received by faculty and students:

Name of Students	Awards/ Recognitions
Ramandeep Kaur	Gold Medal in Tug of War
	Gold Medal in Table Drill
	Silver Medal in Firing

13.List of eminent academicians and scientists/visitors to the department:

Eminent academicians/visitors	Designation and Address
Dr. Rajinder Singh Sahil	Associate Prof., G.H.G. Khalsa college, Gurusar, Sudhar
Dr. B.V. Sharma	Associate Prof., D.A.V. College, Malout
Dr. Nirmal Kaushik	Principal, Malwa College for Girls, Kotakpura
Dr. Gurmeet Singh	Asst. Prof. , Dept. of Hindi, Panjab University, Chandigarh
Dr. Ashok Kumar	Asst. Prof., Dept. of Hindi, Panjab University, Chandigarh
Dr. Rajinder Singh Sahil	Associate Prof. G.H.G Khalsa College, Gurusar Sudhar
Dr. B.V. Sharma	Associate Prof. D.A.V. College, Malout
Dr. Rini Sharma	Asst. Prof. G.H.G Khalsa College, Gurusar Sudhar
Dr. Rini Sharma	Counselor, Civil Hospital, Jagraon.

14.Seminars/Conferences/Workshops organized & the source of funding a) National b) International:

Seminars	Date	Theme/Topic	Source of Funding

National Seminar	10-03-2009	Naarivadi Vimarsh	Vivid Pariprekshya, C.D.C, Panjab University, Chandigarh
National Seminar	09-02-2013	Samkalin Hindi Natakon Ka Samaj Shashtriya Adhayayan	C.D.C, Panjab University, Chandisgarh

15.Student profile programme/course wise (2015-16)

Name of the course/Programme	Applications received	Selected	Enrolled	Pass Percentage
M.A. 1st	25	25	25	100%
M.A. 2nd	24	24	24	100%
B.A. 1st (Hindi)	41	41	41	100%
B.A. 2nd (Hindi)	56	56	56	100%
B.A. 3rd (Hindi)	63	63	63	100%

16.Diversity of Students: 2015-16

Name of the Course	% of Students from the same state	% of students from other students	% of students from abroad
M.A. (Hindi)	100%	Nil	Nil
B.A. (Hindi)	100%	Nil	Nil

17.How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Competitive exams.	TET	CTET	PTET	NET
No. of Students	02	02	02	03

18.Student progression (2012-2016)

Student progression	Against % enrolled
UG To PG	65%
PG To M. Phil.	7%
PG To Ph. D.	2%

19.Details of infrastructural facilities:

a) **Library:** Department has 4000 Reference and text books in main library as well as in departmental book bank.

b) **Internet facilities for staff & students:** Internet facilities are provided in the main library. The department has one computer.

c) **Classrooms with ICT Facility:** 01 (Seminar Hall)

20.Number of students receiving financial assistance from college university zgovernment of the other agencies:

Sr.No.	Class	No. of Students	Name of funding agency
2.	B. A. (Hindi)	50	College
3.	M. A. (Hindi)	25	College

21.Details on student enrichment programmes (special lectures/workshop /seminar) with external experts:		
Date	**Special lectures/ workshop/ seminar**	**Theme/ Topic**
25-09-13	Special lectures	1.Hindi Kahani ka Savroop Avem Vikas 2.Rashtrabhasha Hindi ka Mahatav Tatha Us mein Rojgar Ki Sambhavnaeia. 3.Sahitya Aur Manovigyan ka Antarsambandh.
09-02-13	National Seminar	Samkaleen Hindi Natkon ka Samajshashtriya Adhyayan
12-09-15	Special lectures	Yuvavstha ki Samasyaein

22.Teaching methods adopted to improve students' learning: Lecture Method, Description, Explanation, Exposition, Narration, Interesting Verbal llustrations, Questioning Answering, Review, Assignment, Use of Black Board, Need Based Extra classes, Provide extra material to students weak in studies etc

23.SWOC analysis of the department and future plans:

Strengths: Being Non-Hindi speaking area, it was great challenge to commence Post Graduation in National Language i.e Hindi but the grace of Almighty and hard work of the faculty, PG classes are running successfully. Students are serious and they have been scoring very high in M.A. Extension Lecture, Seminars are held to update students about latest knowledge in the subject under able stewardship of Head of the department. Faculty is quite experienced, Tested and Tried and knowledgeable. The Result is almost 100% since its inception in the year 2005.Every Year Hindi Diwas is celebrated with full zeal and zest. Resource Persons are invited to deliver lectures on various topics so that students could be benefitted about the present scenario of National Language.

Weakness: Strength in M.A Hindi is less as compared to other P.G courses being running in the college due to Non Hindi speaking area. The students come from rural area with Punjabi language as their mother tongue and first language, their Hindi language is grammatically weak with bad pronunciation. It requires specific effort to be done. Faculty works hard to improve students' accent, tone and pronunciation.

Opportunities: Being Hindi as a National language of India there are great opportunities and prospectus. A student of M.A Hindi can apply and get job in whole country as compared to Punjabi. If students obtain the diploma in Hindi translation, they can get job as Hindi Officer in banks, Sr. Hindi Translator post being advertised every year by Staff Selection Commission. Student of M.A Hindi has broad job opportunity in Media, Journalism as well. NET qualified students can get job of Professor in college while B.Ed degree holder could get Job of school teacher as well.

Challenges: We are living in an era of Globalization, Internet, Facebook and whatsapp where there is supremacy of English language, so there are numerous threats and challenge to survive. There is cut throat competition everywhere. So a

student must be skilled in modern techniques. His or Her communication skill should be very effective. MNCs prefer those aspirants which are able to express themselves effectively and convince the people. Students should have proper and apt knowledge of the subject. Their pronunciation and writing skills in Hindi should be very impressive. 'Survival of the Fittest' Theory does apply on. Students are being counseled and guided about the prospectus of M.A Hindi time to time during their stay in the department.

Future Plan: Research Centre, Research Project, National/International Conferences

<h1 align="center">PG DEPARTMENT OF HISTORY</h1>

1. Name of the Department:	History		
2. Year of the Establishment:	1970		
3. Name of the Courses offered:	**U.G.**	B.A. Elective History	
	P.G.	M.A. History	

4. Annual/Semester/choice based credit system (Programme wise):
Semester System

5. Number of Teaching Posts:

Assistant Professors	**Sanctioned (Aided+ Management)**	**Filled**
	01+01=02	01

6. Faculty Profile with name, qualification, designation, specialization:

Name	Qualification	Designation	Specialization	No. of Years of Experience
Dr. Jagdish Kumar	Ph. D., UGC NET	Asst. Professor	Modern India Colonial Punjab	12
Mrs. Narinder Kaur	M. Phil, PGDCA	Asst. Professor	Colonial Punjab	6
Ms. Gurvinderpal Kaur	M. Phil, Ph. D (Pursuing)	Asst. Professor	Medieval Punjab	3

7. Percentage of lectures delivered and practical classes handled (Programme wise) by temporary faculty)

Course	Percentage of Lectures delivered by temporary faculty
U.G.	**84%**
P.G.	**50%**

8. Student-Teacher Ratio (Programme wise):

Class	**U.G. (Elective History)**	**P.G. (History)**
Student-Teacher Ratio	1:37	1:40

9. Qualifications of teaching faculty with Ph. D/M. Phil/PG.: Ph. D=01, M. Phil.=02

10.Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received: Dr. Jagdish Kumar undertook UGC, New Delhi funded Minor Research Project titled "Printing Press and Development of Punjabi Language, 1849-1919" with grant of 1.10 lakh, (2010-2012)

11.Publication:

Name of the Faculty	**Number of Books with ISBN**	**Number of Publication in peer Reviewed Journals**
Dr. Jagdish Kumar	01	01
Ms. Gurvinderpal Kaur	-	01

12 A.Faculty as members in a) National Committees b) International Committees c) Editorial Boards:

Name of the Faculty	**National Committees**

Dr. Jagdish Kumar	Indian History Congress
	Punjab History Conference
Ms. Gurvinderpal Kaur	Punjab History Conference

12 B. Faculty as a Resource person in Conferences/Seminar/Workshop and Subject Expert in other institutes.

Name of Faculty	Resource person/ Subject expert	Date	Event
Dr. Jagdish Kumar	Resource person	30/9/10	Invited talk on "Communalism in Panjab: Threats and Remedies" at Guru Nanak College, Killianwali
		23/8/ 16	Invited talk on "Freedom Struggle in India: New Approaches and Interpretations" at Dasmesh Khalsa College, Muktsar
		6/9/16	"Origin, Evolution and Decline of Harappan Civilization" at Punjab Degree College, Mehmuana (Faridkot)
		12/9/16	"Maharaja Ranjit Singh: His Life and Times" at Maharaja Ranjit Singh College, Malout
		22/3/17	"The Ideology of Bhagat Singh: Deconstructing the Discourse" at Punjabi University Regional Centre, Bathinda

13.Areas of Consultancy and income generated :

Name of Faculty	Area of Consultancy
Dr. Jagdish Kumar	Observer PTET-2015, Conducted by P.S.E.B. Mohali.

14.List of eminent academicians and scientists/visitors to the department:

Name of the academicians	Designation and Address
Dr. S.K. Gupta	Professor, Department of History, Punjabi University Patiala.
Dr. Surjit Singh	Professor, Department of Punjabi, Punjabi University Patiala.
Mr. Rana Ranbir	Film Actor & TV artist
Dr. Jasvir Singh	Asst. Professor, Department of History, Panjab University Rural Centre Kauni.(Muktsar)

15.Student profile programme/course wise (2015-16)

Name of the course/programme	Applications received	Selected	Enrolled Female	Pass Percentage
M.A. 1st	49	49	49	100%
M.A. 2nd	28	28	28	100%
B.A. 1st	222	222	222	100%
B.A. 2nd	194	194	194	100%
B.A. 3rd	187	187	187	100%

16.Diversity of Students: 2015-16			
Name of the Course	**% of Students from the same state**	**% of students from other states**	**% of students from abroad**
M.A. 1st	100%	-	-
M.A. 2nd	100%	-	-
B.A. 1st	100%	-	-
B.A. 2nd	100%	-	-
B.A. 3rd	100%	-	-

17.How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Competitive examinations	Ph. D Entrance Test	M. Phil Entrance	PSTET
Number of Students	03	01	01

18.Student progression

Student progression		**Against % enrolled**	
U.G. To P.G.	2012-13	14.42%	
	2013-14	15.62%	
	2014-15	20.57%	
	2015-16	15%	
U. G. to B. Ed	2012-13	25%	
	2013-14	30.63%	
	2014-15	45%	
	2015-16	51.55%	
P.G. To M. Phil.	2012-13 to 2015-16	4%	
P.G. To Ph.D.	2012-13 to 2015-16	5%	
Employed	2012-13 to 2015-16	12 students	

19.Details of infrastructural facilities:

  a) Library: Department has 300 books in the main & Department Library.

  b) Internet facilities for staff & students: Internet facilities are provided in the main library. The department also has a computer with internet facility

  c) Classrooms with ICT Facility: 01 (Seminar Hall)

20.Number of students receiving financial assistance from college university government of the other agencies:

Sr. No.	**Class**	**No. of Students**	**Name of funding agency**
1.	B.A. 1st	120	College
2.	B.A. 2nd	50	College
3.	B.A. 3rd	55	College
4.	M.A. 1st	8	College
5.	M.A. 2nd	10	College
6.	B.A. 1st	150	Government
7.	B.A. 2nd	90	Government
8.	B.A. 3rd	120	Government

9.	M.A. 1st	40	Government
10.	M.A. 2nd	20	Government

21.Details on student enrichment programmes with external experts:

Special Lectures	Organized a special lecture for post graduate student of the department on topic "Literature as source of history" by Dr. Jasvir Singh, Assistant Prof. at P.U. Regional Centre, and Kauni on April 2012.
Seminars/ Workshop	Organized seminar on "Zindgi Zindabad" by Dr. Surjit Singh, Assistant. Prof., Department of Punjabi, Punjabi University, Patiala on 20th September, 2014
	Organized National seminar on "NAAC Accreditation: Methodology, Process and Problems" sponsored by College Development Council, Panjab University, Chandigarh on March 29, 2016
Field Trips	Organized three days field trip to Delhi, Agra and Fatehpur Sikri on March 7-9, 2014.
	Organized two days field trip to Anandpur Sahib, Virasat-E-Khalsa on October 10-11, 2015.
	Organized three days field trip to Mount Abu, Jaipur, Azmer Sharif on March 22-24, 2016.
Any other	Organized an activity "Rang de Basanti" to commemorate the birth anniversary of Bhagat Singh on September 28, 2016.

22.Teaching methods: Lecture, Assignments, Field Trips

23.SWOC analysis of the department and future plans:

Strengths: Dedicated, hard working and highly qualified faculty

Opportunities: Research, Teaching jobs

Weakness: For new curriculums, department depends on affiliating University.

Challenges: To make the student curious of other than popular discourses of History.

Future Plans: Keeping in view the historical and religious significance of the town and hence, the number of tourists visiting it, the dept. Plans to collaborate with the local Management to provide the services of its students and teachers as tourist guides.

PG DEPARTMENT OF SOCIOLOGY

1. Name of the Department: Post Graduate Dept. of Sociology			
2. Year of the Establishment: 2006			
3. Name of the Courses offered	**U.G.**	B.A. Elective Sociology	
	P.G.	M.A. Sociology	

4. Annual/Semester/choice based credit system (Programme wise):

B. A.	Semester system
M. A	Semester System

5. Number of Teaching Posts:

	Sanctioned (Aided+ Management)	Filled
Asst. Professors	0+3	**3 (Management Post)**

6. Faculty Profile with name, qualification, designation, specialization,(D.Sc. /D.Litt./Ph.D./ M. Phil. etc.,)

Name	Qualification	Designation	No. of Years of Experience
Dr. Bali Bahadur	M.A.(Soc), PG Diploma in Human Rights, UGC (NET), Ph. D	Asst. Prof.	9
Mrs. Navneet Saini	M.A.(Soc), B. Ed, M. Phil, UGC(NET), Ph. D (pursuing)	Asst. Prof.	4
Mrs. Amanpreet Kaur	M.A.(Soc), UGC (NET)	Assist. Prof.	3

7. Student-Teacher Ratio (Programme wise):

Class	U.G. (In History Elective Subject)	P.G. (in History Subject)
Teacher-Student Ratio	1:37	1:50

8. Qualifications of teaching faculty with DSc. /D.Litt. /Ph. D/M. Phil/PG.:
Ph. D(1), M. Phil (1), PG(1)

9 A. Publication:

Name of the Faculty	Number of Books with ISBN	Books Edited	Number of Chapter in Books	Number of Publication in non- peer Reviewed Journals	Number of papers with ISSN
Dr. Bali Bahadur	-	-	2	5	5
Mrs. Navneet Saini	1	-	-	-	

9 B. Faculty as a Resource person in Conferences/Seminar/Workshop and Subject Expert in other institutes.

Name of Faculty	Resource person/ Subject expert	Date	Event
Dr. Bali Bahadur			

10. Areas of Consultancy and income generated :

Name of Faculty	Area of Consultancy
Dr. Bali Bahadur	Observer PTET-2015, Conducted by P.S.E.B. Mohali (Pb.)
	Flying Squad, Board Examination -2015, Conducted by P.S.E.B. Mohali (Pb.)

11. Faculty as members in a) National Committees b) International Committees c) Editorial Boards:

Name of the Faculty	National committee	International committees	Editorial Boards/ Reviewer
Dr. Bali Bahadur	-	-	Member, Board of studies, Punjab School Education Board, Mohali

12. List of eminent academicians and scientists/visitors to the department:

Name of Academicians/ visitors	Position
Prof. Manjeet Singh	Panjab University, Chandigarh
Prof. M.S Gill	Guru Nanak Dev University, Amritsar
Dr. Vinod Kumar	Department of Sociology, Panjab University, Chandigarh
Prof. A.S. Sethi	Department of Economics, Guru Nanak Dev University, Amritsar
Prof. M. S .Randhawa	Department of Sociology, Punjabi University, Patiala
Dr. Sukhwant Singh Sidhu	Department of Sociology, Government College for Girls, Sector 11, Chandigarh
Dr. Manoj Kumar	Department of Sociology, Government College for Girls, Sector 11, Chandigarh
Dr. Kiran K Singh	Associate Professor, Centre for South and Central Asian Studies, School of global Relation, Central University of Punjab, Bathinda
Prof. Madhurima Mahajan	Chairperson, University School of open Learning, Panjab University, Chandigarh
Prof. Narinder Kumar	Department of Statistic, Panjab University,

	Chandigarh
Prof. Kanchan Jain	Head, Department of Statistic, Panjab University, Chandigarh
Dr. Mandeep Kaur	Department of Commerce and Business Management, Guru Nanak Dev University, Amritsar
Dr. Gurrum Sirinivas	Associate Professor, Centre for the Study of Social Systems, School of Social Sciences, Jawahar Lal Nehru University, New Delhi
Prof V.K. Srivastava	Department of Anthropology, University of Delhi, New Delhi
Dr. Sadanand Sahoo	School of Interdisciplinary and Trans-disciplinary Studies, Indira Gandhi National Open University, Maidan Garhi, New Delhi
Dr. Liana P.	Department of History, University of Calicut, Kerala
Dr. Rajesh Gill,	Department of Sociology, Punjab University, Chandigarh
Dr. Kiranjit Kaur,	Department of Sociology, Punjab University, Chandigarh
Prof. Kuldeep Singh	Guru Nanak Dev University, Amritsar.
Prof. Naval Kishore	Dean, College Development Council, Punjab University, Chandigarh

13. Seminars/Conferences/Workshops organized & the source of funding a) National b) International:

Seminar/ conference/ workshop	Topic	Date	Funding agency	Grant receives
National Workshop	**Research Methodology programme for Ph. D students in social Sciences**	**21/03/2015 to 30/03/2015**	**ICSSR**	**5, 50, 000/-**
National Seminar	**NAAC Accreditation: Methodology, Process and Problems**	**29/03/2016**	**CDC, Panjab University, Chandigarh**	**1, 00, 000/-**

14. Student profile programme/course wise: (2015-16)

Name of the course/programme	Applications received	Selected	Enrolled	Pass Percentage
B.A-I	154	154	154	100%
B.A-II	135	135	135	100%

B.A-III	139	139	139	100%
M.A-I	150	70	70	100%
M.A-II	30	30	30	100%

15. Diversity of Students: 2016-17

Name of the Course	% of Students from the same state	% of students from other states	% of students from abroad
B.A-I	100%	-	-
B.A-II	100%	-	-
B.A-III	100%	-	-
M.A-I	100%	-	-
M.A-II	100%	-	-

16. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

17. Student progression

Student progression	Against % enrolled
U.G. To P.G. (2012-16)	80%
P.G. To M. Phil.(2012-16)	20%
P.G. To Ph.D. (2012-16)	10%
Ph. D to Post-Doctoral	-
Employed	-

18. Details of infrastructural facilities:

a) Library: Main Library has 150 books**,** departmental book bank –yes

b) Internet facilities for staff & students: The department also has a computer with internet facility. Wi-Fi is available in the Building.

c) Classrooms with ICT Facility: one

19. Number of students receiving financial assistance from college university government of the other agencies:

Class	No. of Students	Name of funding agency
M.A. Sociology	14	Government

20. Teaching methods adopted to improve students' learning: Class discussion, assignment method, demonstration method, project method.

21. Participation in Institutional Social responsibility (ISR) and extension activities:

Organized Blood **Donation Camp in association with Red Ribbon Club**, Department of Computer Science, department of basic sciences on 14[th] March, 2016

22. SWOC analysis of the department and future plans:

Strengths: Well Qualified and experienced staff, Wi -fi facility**,** teaching learning method adopted by dept, field work to enrich students research qualities

Opportunities: job opportunities in health departments, govt. Sector, teaching in

Schools, College, University
Weakness: It is very difficult to convince students for higher education because most of the students belong to rural areas.
Challenges : Maintaining standard of education
Future Plan: Will more improve our teaching techniques**;** department will also organized skill development training programmes and workshops for the progression of students.

PG DEPARTMENT OF MATHEMATICS

1. Name of the Department:	PG Department of Mathematics		
2. Year of the Establishment:	2003		
3. Name of the Courses offered	**U.G.**	B.A. Elective Mathematics	
	P.G.	M. Sc. Mathematics	

4. Annual/Semester/choice based credit system (Programme wise): Semester and Annual System

5. Participation of the department in the course offered by the other departments:
Dept. of Computer, Dept. of Business Administration, Dept. of Basic Sciences, Dept. of Commerce Dept. of Sociology, Dept. of biotechnology

6. Number of Teaching Posts:

	Sanctioned (Aided + Management)	Filled
Asst. Professors	03 (Management post)	03(Management post)

7. Faculty Profile with name, qualification, designation, specialization (D.Sc./ D.Litt./Ph.D./ M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience
Ms. Satinderpal Kaur	M.Sc., M. Phil, NET	Asst. Prof.	Pure & Applied	11
Ms. Navneet Rana	M.Sc., M. Phil, NET	Asst. Prof.	Pure & Applied	9
Ms. Kamaljeet Kaur	M.Sc., NET	Asst. Prof.	Pure & Applied	5
Ms. Nirupma	M.Sc., M. Phil, B.Ed.	Asst. Prof.	Pure & Applied	10
Ms. Jaskaranbir Kaur	M.Sc., B. Ed.	Asst. Prof.	Pure & Applied	02
Ms. Raspinder Kaur	M.Sc., B. Ed	Asst. Prof.	Pure & Applied	01
Ms. Neha Batra	M.Sc., B. Ed	Asst. Prof.	Pure & Applied	3.5
Ms. Gagandeep Kaur	M. Sc.	Asst. Prof.	Pure & Applied	01
Ms. Shalima	M. Sc., B. Ed	Asst. Prof.	Pure & Applied	01
Mr. Gurpreet Singh	M. Sc., B. Ed, PTET, CTET	Asst. Prof.	Pure & Applied	(joined on Nov 9, 2016)

8. Percentage of lectures delivered and practical classes handled (Programme wise) by temporary faculty)

Course	Percentage of Lectures delivered by temporary faculty

U.G.	60%
P.G.	10%

9. Student-Teacher Ratio (Programme wise):

Class	U.G.	P.G.
Student-Teacher Ratio	1:37	1:31

10. Qualifications of teaching faculty with DSc./ D. Litt./ Ph. D/M. Phil /PG.:
M.Phil. (03), PG (07)

11. Publication:

Name of the Faculty	Number of Books with ISBN	Number of Chapter in Books	Number of Publication in peer Reviewed Journals	Number of papers with ISSN
Ms. Satinderpal Kaur	01	02	02	03
Ms Navneet Rana	01	-	01	01

12. List of eminent academicians and scientists/visitors to the department:

Name of the academicians	Designation and Address
Dr. Jaskaran Singh	MIMIT, Malout
Prof. Kalash Vishwkarma,	BNPG College, Rath (Hamirpur)
Prof. Rakesh Bhatia	SBSS School, Rohtak
Dr. G. S. Sandhu	SCD Govt. College, Ludhiana.

13. Student profile programme/course wise: (2015-16)

Name of the course/programme	Applications received	Selected	Enrolled	Pass Percentage
U.G. (Maths)	702	647	647	100%
M. Sc. 1st year	86	65	65	66%
M. Sc. 2nd year	23	23	23	13%

14. Diversity of Students: 2015-16

Name of the Course	% of Students from the same state	% of students from other states	% of students from abroad
M. Sc. I	98.84	1.16	Nil
M. Sc. II	95.66	4.34	Nil

15. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Competitive examinations	UGC-NET	PSTET
No. of Students	03	04

16. Student progression (2012-16)

Student progression	Against % enrolled
U.G. To P.G	50%
P.G. To Ph. D.	01 student

17. Details of infrastructural facilities:

a) Library: Main Library: more than 450 books in the library

b) Internet facilities for staff & students: Internet facilities are provided in the main library, computer lab. The department also has a computer with internet facility

c) Classrooms with ICT Facility: 01 (Seminar Hall)

18. Number of students receiving financial assistance from college university government of the other agencies:

Course	No. of Students	Name of funding agency
M.Sc.(Maths)	08	Government
	11s	College

19. Details on student enrichment programmes (special lectures/workshop /seminar) with external experts:

student enrichment programmes	Event
Special lectures	Department organized special lecture on 'TESTING OF HYPOTHESIS' on 5th march, 2016.
Competitions	Department organized Chart Making Competition of BA I on 22/11/12.
	Department conducted Math Olympiad Paper on 13/12/12.
	Department organized Quiz Competition of BA II on 29/11/12.
	Department organized Mental Ability Competition of students on Feb. 16, 2013
	Department organized Quiz Competition of students of BA, B. Sc. II on Dec. 3, 2014.
	Department organized quiz competition for B.A/B.Sc-2nd year on 4th April, 2016.
	Department organized chart-making competition of B.A/B.Sc-1st year on 5th April, 2016.
	Department organized INTER COLLEGE COMPETITION 'MATHLETES-2016' on Nov. 3, 2016.

Work shop	Department organized Workshop on "Vedic Ganit" on 28,29 Oct, 2013
	Department organized Workshop on preparation of competitive exams from Feb. 22, 2013 to March 4, 2013.
	Department organized Workshop on preparation of competitive exams from Feb. 10, 2014 to Feb.17, 2014.
	Department organized Workshop on preparation of competitive exams from Feb. 2, 2015 to Feb.8, 2015.
	Department organized workshop for competitive Exams from 16 to 22 Feb, 2016.
Field trip	Department organized trip of department on 26/10/13 to 27/10/13 to Shri Anandpur Sahib and Naina Devi.
	Department organized trip of PG Classes on 13/3/14 to 14/3/14 to Shri Amritsar Sahib and Jalandhar.
	Department organized a tour for students to Chandigarh, Naina Devi and Anandpur Sahib on 25, 26 Jan, 2016.
	Department organized a trip to Jaipur on 23^{rd} march, 2016 to 26^{th} march, 2016
	Department organized visit to Book Fair at Bathinda on Oct 8, 2016.
Students participation	Students of department participated in INFINITUM 2014 on Oct.18, 2014 at Govt. Brijindra College,Faridkot. Team of three students (Harwinder Kaur,Pardeep Kaur, Swati) got 1^{st} position in Quiz Competition. Jagmeet Kaur (B.Sc. III) got 3^{rd} position in working model. Got 3^{rd} position in power point presentation.
	Students of Department attended workshop of 'Indian woman and mathematics' at Punjabi University, Patiala on 6, 7 Feb, 2016.
	Students of Department participated in INFINITUM 2016 on Oct 22, 2016 at Govt.Brijindra College,Faridkot.

20. Teaching methods adopted to improve students' learning:
Lecture method, Class discussion, Demonstration, Brain Storming, Group Discussion, Question Answer method, Mock Test, Assignment method, Panel Discussion, Previous Knowledge test, Power point Models, Seminars, Workshops

21. SWOC analysis of the department and future plans:
Strengths: Well Qualified and experienced faculty**,** Regular activities are organized for the overall development of students**,** Continuous Evaluation of the students and hard working students.
Opportunities : Student placement in government and private sector
Weakness : Rural/Backward Area
Challenges : To create interest for study among students due to backward area and emerging professional courses
Future Plans: To start Add on/ Integrated courses and establishment of Competitive exam preparation cell

DEPARTMENT OF HUMANITIES

1. Name of the Department:	Humanities					
2. Year of the Establishment:	1970					
3. Name of the Courses offered						
U.G	B.A. Economics	B.A. Philosophy	B.A. Music	B.A. Geography	B.A. Political Science	B.A. Phy. Edu.	B.A. Home Sci.

4.Annual/Semester/choice based credit system (Programme wise): Semester System/Annual System

5. Number of Teaching Posts:

	Sanctioned (Aided+ Mgmt)	Filled
Asst. Professors	Economics- 01(Aided)	01(Aided)
	Philosophy-01(Aided)	01(Aided)
	Music-02 (Aided)	01 (Adhoc)
	Geography-01(Aided)	01 (Adhoc)
	Political Science-01(Aided)	01 (Adhoc)
	Physical Education-01(Aided)+ 01(Management)	01 (Management Post)
	Home Science- 02(Aided)+01(Management)	01(Management Post)

6. Faculty Profile with name, qualification, designation, specialization,(D.Sc. /D.Litt./ Ph.D. /M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D./M. Phil. Students guided for the last 4 years
Dr. Jasjeet Kaur	M.A., M. Phil., Ph.D., B.Ed., M.Ed., PGDCA	Associate Professor in Economics	The pattern of income & expenditure of Urban Local Bodies of Punjab in the Pre and Post 74th Constitutional Amendment	23	01 (M. Phil.)
Dr. Nirmaljeet Kaur	M.A., NET, Ph.D.	Asst. Prof. in Philosophy	Sikh Philosophy	16	-
Ms.Gagandeep Kaur	D.P.Ed., M.P.Ed., N.I.S, M.Phil	Asst. Prof. in Physical Edu.	N.I.S in Athletics	11	-
Ms. Ruchi Kalra	B.Sc. M. Sc., M.	Asst. Prof. in Home	Food and Nutrition	06	-

	Phil, NET	Science			
Ms. Ramanpreet kaur	B.Sc. M.Sc.	Assistant professor	Clothing and textile	0 2	-
Mrs. Gurvarinder Kaur	M.A., B.Ed., TET	Asst. Prof. in Music	Folk Instrument and Classical	04	-
Ms. Prabhjot Kaur	M.Sc., M.Ed.	Asst. Prof. in Geography	Literacy (Field Work)	1 year	-

7. Percentage of lectures delivered and practical classes handled (Programme wise) by temporary faculty):

Course		Percentage of Lectures delivered by temporary faculty	
		Theory	**Practical**
U.G.	B.A. (Music)	100%	100%
	B.A. (Political Science)	100%	-
	B.A. (Geography)	100%	100%
	B.A. (Home Science)	50%	50%

8. Student-Teacher Ratio:

Class/Course	Teacher –Student Ratio
B.A.	1:37

9. Number of academic support staff (technical) and administrative staff; sanctioned and filled :

	Sanctioned (Aided+Management)	Filled
Support Staff (Technical)	01Aided (Music)	01(Adhoc)
	01 Aided (Home Science)	01 (Aided)
	Physical Education: 01 Ground Man (Aided) 01 Coach (Management Post)	01 (Ground Man-Aided) 01 (Coach-Mgmt. Post)

10.Qualifications of teaching faculty: Ph. D=02, M. Phil=02, P.G.=03

11(A) Publication:

Name of the Faculty	Number of Books with ISBN	Number of Chapter in Books	Number of Publication in peer Reviewed Journals	Number of papers with ISSN
Dr. Jasjeet Kaur	01	03	01	05
Dr. Nirmaljeet Kaur	--	02	--	05
Mrs.Gurvinder Kaur	--	01	--	--
Mrs. Ruchi Kalra	--	02	--	--
Ms. Ramanpreet Kaur	--	01	--	01

12 (B) Faculty Member as a Resource Person/Subject Expert				
Name of the Faculty	**Resource Person/Subject Expert**	**Date**	**Event**	**Place**
Dr. Jasjeet Kaur	Resource Person	27/3/15	National Workshop	Guru Nanak College, Sri Muktsar Sahib.
	Resource Person	5/3/16	Invited Talk	Guru Nanak School, Lambi Dhab, Sri Muktsar Sahib
Ms. Ruchi Kalra	Resource Person	23/6/16	Invited talk	Nagar Council Muktsar
	Resource Person	16/2/17	Invited talk	Nagar Council Muktsar

13.Faculty as members in a) National Committees b) International Committees c) Editorial Boards:

Name of the Faculty	**Editorial Boards**
Dr. Jasjeet Kaur	Member Board of studies, P.G. Department of Economics, Panjab University Chandigarh.
Dr. Nirmaljeet Kaur	Member Board of studies, U.G. Department of Philosophy, Panjab University Chandigarh.

14.Student Project:

Percentage of Students who have done in-house projects including inter departmental/ Programme: B.A-I (Home Science) = 100%, B.A-III (Home Science) = 100%

15.Awards/ Recognitions received by faculty and students:

Name of faculty	**Awards/Recognitions**
Dr. Jasjeet Kaur	• Certificate of Appreciation by the District legal Services Authority, Sri Muktsar Sahib for organizing "District Level legal literacy youth festival" Held on 27-10-2012 • Certificate of Appreciation by the alert knowledge services, Gurgaon. For participating in National workshop "How to get grade a NAAC" on 01-08-2015. • Certificate of Appreciation by the district education office, Sri Muktsar Sahib on "Teacher day" on 05-09-2015 • Certificate of Appreciation by the "Prime Minister's for contribution in National Relief fund" 11-01-2016 • Letter of appreciation by the Manger of "Old age Home" for contribution of Social Services from the last ten years. • Nominated as senior vice president of "Sarbat-da-Bhalla" Charitable trust, district Sri Muktsar Sahib.
Dr. Nirmaljeet Kaur	• State level award for organizing blood donation camp by Punjab State Aids control society, Muktsar. • State level award for judgment of item Giddha by Nehru Yuva Kender & Punjabi Virsa Club, Muktsar.
Name of Students	**Awards/Recognitions**
Karamjeet Kaur	Represented India in "World Cup Kabbadi" and won one Gold medal,

Babbu	held at Ludhiana (Punjab).
Manpreet Kaur	Gold medal in Intervarsity tournament in Guru Kashi University, Talwandi Sabo

16.List of eminent academicians and scientists/visitors to the department:

Subject	Name of the academicians/Visitors	Designation and Address
Economics	Mrs. Shaweta Patail	Ex. Deputy Commissioner, Fazilka
	Col. Dilbag Singh	Retired IAS Officer
	Dr. Arvindnderpal Singh	Agriculture Development officer, Fridkot
	Dr. Jaswinder Singh Brar	Associate Prof. in Economics Dept., Panjabi University Patiala.
	Dr. Mandeep Singh	Veterinary Officer, Sri Muktsar Sahib
	Dr. Varinderpal Singh	Soil Scientist, P.A.U. Ludhiana
	Dr. Jagjeevan Singh Chahal	Director youth welfare, Sri Muktsar Sahib
	Dr. Makhan Singh	Retired D.F.S.E. Punjab.
	Mr. Dinesh Kumar	Manager of C.B.I., Sri Muktsar Sahib
	Dr. J.S. Anand	Director, Maha Raja ranjit Singh College, Malout.
	Dr. Paramjit Singh Dhingra	Director, Panjab University Regional Centre, Sri Muktsar Sahib.
	S. Ram Swarn Singh	Principal, Govt. Sen. Sec. School, Rupana
	Dr. Ruby Dhalla	Canadein Politician
	Dr. Tirlok Bandu	Principal, Dashmesh Khalsa College, Sri Muktsar Sahib
	Dr. Satish Verma	Professor, Punjabi Dept. Punjabi University Patiala.
	Dr. Balkar Singh	Principal, Poly Technical College,Majaki (Faridkot)
	Dr. Ummed Singh	Asst. Prof., Panjab University Regional Centre, Sri Muktsar Sahib
	S. Ramandeep Singh	Lecturer in Commerce, Govt. School Rangjitgarh
	S. Narinderpal Singh	Lecturer in Agriculture, Guruharsahai.
	Miss Neha, Miss Smarty Kathuria	Trainers of I.Q.B.R.I., Telecom limited Mohali.
	Mr. Shashank Khandewal	Pearl Academy, Delhi
	Dr. Shalini Bhiship	Pearl Academy, Delhi
	Mrs. Satinder Kaur	Lecturer in Economics, Sri Muktsar Sahib
	Dr. Neeru Garg	Associate Prof. & H.O.D. of Commerce & Economics, S.S.D. Girls, College Bathinda
	Dr. Ashwani Bhalla	Associate Prof. & H.O.D. of Commerce Dept., S.C.D. Govt. College Ludhiana.

	Dr. J.S. Aggarwal	H.O.D., Commerce Dept., D.A.V. College, Abohar
	Dr. Amandeep Kaur	G.N. College, Doraha
Philosophy	Dr. Mandeep Singh	Zonal Sec., Guru Gobind Singh Study Circle, Abohar.
	Dr. Arvinderpal Singh	Additional Chief Sec., Guru Gobind Singh Study Circle, Abohar
	S. Harbhajan Singh	Chairman, Nishkam Sikh SocialWalfare Council, Delhi
	PCS (Ms). Poonam Singh	SDM, Sardhoolgarh
	Mrs. Charnjit Kaur	President,Yog Mehila Samiti, Sri Muktsar sahib.
Geography	Mr. Raj Kumar	Asst. Professor, Baba Farid College, Deon Bathinda
	Dr. Dilshad Ali	Asst. Professor, Baba Farid College, Deon Bathinda
Home Science	Mrs. Ratanmala	Pdlite instructor Distt. Bathinda
	Mrs. Jaswinder kaur	J.J.K.N. art gallery, Muktsar, artistic designing workshop (PIDI lite Mumbai)
	Sdm. Sh. Varinder bajwa	Sub divisional Magistrate Sri Muktsar sahib
	Shri narinder Dhoomra	Commanding Officer, CRPF Sri Nagar
	Mrs. Arti Dhoomra	Social Activist, Sri Nagar
	Shri Baljeet Kaur	Circle education officer, Faridkot
	Mrs. Kiran Batheja	Ex. Principal, DIET, Faridkot, CEEO inspection team Member
	Shri Rajesh Pathela	Dist. President, Bharti Janta Party (BJP)
	Mrs. Rashmi Jagga	Principal, Sen. Sec. school, Jhandwala,Muktsar
	Shri Varinder Jagga	Proprietor, Bharat Rice Mills, Muktsar
	Dr. Semma Goyal	Project associate, Cancer Awareness Programme, Sun Pharmaceutical Ltd., Doda, Muktsar
	Dr. Vikram Asija	Medical officer, Civil hospital Sri Muktsar sahib
	Mrs. Jaswinder kaur	JJKN gifts and art gallery Registered with ministry of textiles, Kotkapura
	Mrs. Ram Tirath Kaur	Home science Mistress, Govt. Sen. School, Sri Muktsar sahib
	Mrs. Jasvir Kaur	Home science Mistress, Govt. Sen. School, Sri Muktsar sahib
	Mrs.Anita Dabra	Volunteer art and living Organization, Sri Muktsar sahib
	Mrs. Sarabjeet Kaur	ETT Teacher, Govt. Primary School, Bhuttiwala, Muktsar
	Mr. Vishrut Jain	Charted accountant, ONGC New Delhi
	Mr. Rakesh	Proprietor Hansraaj bakery, Sri Muktsar sahib

	Mr. Rahul	Proprietor Hansraaj bakery, Sri Muktsar sahib
	Mr. Manohar	Proprietor Hansraaj bakery, Sri Muktsar sahib
	Mr. Kuldeep Ralla	Demonstrator At Nirmla veg cut
	Mr. Jaspreet chhabra	President Muktisar welfare club, Sri Muktsar Sahib
	Mr. Jagjeet Singh Chehal	Director, Youth welfare
	Dr. Hari Narayan Singh	Chief Medical Officer, Sri Muktsar Sahib
Physical Education	S. Sukhvir Singh Grewal	Director, Punjab institute of sports
	S. Charanjeet Singh Grewal	Formar, Director, Panjab University Chandigarh.
	Dr. Rajwinder Singh	Asst. Professor, Dashmesh Khalsa College, Muktsar
	S. Chand Singh	Hockey Olympian
	Dr. Kulwant kaur	Hockey Olympian
	S. Ranbir Singh sidhu	International Athletic Coach (Sports Authority of INDIA)
	S. Fauja Singh	International Marathon Champion
	S. Prabhjot Singh	Hockey Olympian
	Ms. Manjeet Kaur	Olympian
	Ms. Harwant Kaur	Olympian

17.Seminars/Conferences/Workshops organized & the source of funding
   a) National b) International:

Subject	Topic	Source of Funding
Economics	Entrepreneurship in India: Need of an hour	ICSSR, New Delhi
Philosophy	Globalization of Higher Education	College Development Council, Panjab University,Chandigarh
	Feminism: Different Aspects	College Development Council, Panjab University,Chandigarh
	Guru Gobind Singh: Bahupakhi Adyan	By Institute
Home Science	MTAV-Micro teaching and audio visual aids	Ministry of labour and employment, Govt. of India
Physical Education	Inter College Volleyball Tournament	Panjab University, Chandigarh
	Inter College Kabbadi Tournament-National Style	Panjab University, Chandigarh
	Inter College Kabbadi Tournament-Circle Style	Panjab University, Chandigarh
	District Athletic Meet	District Association/Panjab Education Department
	District volleyball Tournament	District Association/Panjab Education

			Department	
	Zonal Volleyball Tournament		District Association/Panjab Education Department	
	District Kabbadi Touraments		District Association/Panjab Education Department	
	Zonal Kabbadi Tournaments		District Association/Panjab Education Department	
	Khalsai Games		Shiromani Gurudawara Parbandhak Committee, Amritsar (S.G.P.C)	

18. Student profile programme/course wise: 2015-16

		Applications received	Selected	Enrolled	Pass Percentage
B.A. Economics	I	122	82	82	100
	II	72	72	72	100
	III	58	58	58	100
B.A. Philosophy	I	65	65	65	100
	II	52	52	52	100
	III	42	42	42	100
B.A. Physical Education	I	117	117	117	100
	II	111	111	111	95
	III	95	95	95	100
B.A. Home Science	I	96	96	96	100
	II	43	43	43	100
	III	39	39	39	100
B.A. Geography	I	39	39	39	100
	II	23	23	23	100
	III	16	16	16	100
B.A. Political Science	I	153	153	153	100
	II	101	101	101	100
	III	128	128	128	100
B.A. Music	I	59	59	59	100
	II	41	41	41	100
	III	47	47	47	100

19.Diversity of Students: 2015-16

Name of the Course	Student from same state
B.A. (Economics)	100%
B.A. (Philosophy)	100%
B.A.(Physical Education)	100%
B.A.(Home Science)	100%
B.A. (Geography)	100%
B.A. (Pol. Science)	100%
B.A. (Music)	100%

20.How many students have cleared national and state competitive examinations such as

NET, SLET, GATE, Civil services, Defense services, etc.?				
Subject	**Civil Services**	**CTET**	**PTET**	**Others**
Philosophy	01	04	03	03
Home Science	--	--	--	02

21.Student progression

Student progression	Against % enrolled
U.G. To P.G.	Economics- 23%, Philosophy-10%, Political Science-55%, Physical Education- 21%, Home Science- 14%, Music- 5%
P.G. To M. Phil.	Philosophy-5%
Employed (Phy.Edu.)	12 Students (Forest Department-03, Police Department-07, Border security Force-02)

22.Details of infrastructural facilities:

Library: Department has 15000 books in departmental book bank and main library.

Internet facilities for staff & students: Internet facilities are provided in the main library. The departments also have computers with internet facility.

Classrooms with ICT Facility: 01 (Seminar hall)

Laboratories: Home Science lab-02, Music Lab-02, Geography lab-01, Gymnasium Hall-01

23.Number of students receiving financial assistance from college university government of the other agencies:

Sr. No.	Class	No. of Students	Name of funding agency
1.	B.A. 1st	190	College
2.	B.A. 2nd	100	College
3.	B.A. 3rd	88	College
4.	B.A. 1st	50	Government
5.	B.A. 2nd	35	Government
6.	B.A. 3rd	41	Government

24.Details on student enrichment programmes (special lectures/workshop/seminar) with external experts:

Subject	Special lectures/ workshop / seminar	Date/Duration	Topic/Theme
Economics	Special Lecture	28-01-2009	Banking
	Workshop	27-09-2009	Traffic Rules
	Special Lectures	16-07-2013	Problem of Solutions of adolescent period
	Special Lectures	30-08-2013	Leader for the day after tomorrow
	Special Lectures	01-02-2014	Banking
	Orientation Programme	11-7-2014	Change your life by changing your attitude
	Special Lectures	03-09-2014	Jindigian Khadan Wale Nirmata
	Special Lectures	29-11-2014	Entrepreneurship

	Special Lectures	28-08-2015	Time Management
	Special Lectures	03-09-2015	Moral Values and Carrier guidance
	Special Lectures	11-09-2015	Relation between economics and Daily life
	Special Lectures	08-02-2016	World Trade Organisation (W.T.O)
	Special Lectures	13-02-2016	Inflation
	Training Programme	15/2/16 to 15/3/16	Skill Development Programme
	Special Lectures	19-02-2016	Scientific attitude towards life
	Special Lectures	02-03-2016	Woman Empowerment
	Special Lectures	22-08-2016	Social Values Among Students
	Special Lectures	28-09-2016	Motivation
	Special Lectures	12-09-2016	Demonetization in INDIA
	Special Lectures	12-09-2016	Paddy straw fire and its Consequences
	Special Lectures	26-10-2016	Awareness Program against Corruption
	National Seminar	18-03-2017	Entrepreneurship in India: need of an hour
Philosophy	National Seminar	09-02-2007	Globalization of higher education
	National Seminar	10-03-2009	Feminism: Different aspects
	District level Seminar	16-02-2013	The best way of life
	National Seminar	22-02-2017	Aduti Saksiate Sri Guru Gobind Singh ji:Bahupakhi Addayan
	Special Lecture	25-11-2013	Ru-Bu-Ru Prgoramme with ex. Student PCS. Poonam Singh.
	Special Lecture	07-11-2016	Yog and Stress Management
Geography	Special Lecture	2014	Nature and scope of Geography
Home Science	Workshop	19/7/10 to 23/7/10	MTAV-Micro teaching and audio visual aids
	Workshop	10/8/10 to 14/8/10	Creative Arts Workshop
	Workshop	13/10/12 to 20/10/12	Food Preservation and cooking course
	Workshop	24/01/13 to 25/1/13	Making soft toys
	Workshop	30/10/14 to 3/11/14	Artistic designing workshop
	Workshop	09-03-2015	Pani puri making
	Workshop	0-09-2015	Cooking class on Icing and decoration of cakes

	Special Lecture	04-10-2012	Dengue awareness program in collaboration
	Demonstrations	26-08-2014	Decorative paper cutting
		21-10-2015	vegetable cutting
Physical Education	Tournaments	2009	Inter College Volleyball Tournament
	Tournaments	2006	Inter College Kabbadi Tournament-National Style
	Tournaments	2016	Inter College Kabbadi Tournament-Circle Style
	Tournaments	1970 to 2016	District volleyball Tournament
	Tournaments	1970 to 2016	Zonal Volleyball Tournament
	Tournaments	1970 to 2016	District Kabbadi Touraments
	Tournaments	1970 to 2016	Zonal Kabbadi Tournaments
	District Athletic Meet	1970 to 2016	District Athletic Meet
	Khalsai Games	2010	Khalsai Games

25.Teaching methods adopted to improve students' learning: The teachers of all the departments are using Interactive Method of Teaching. The faculty uses "Chalk and Talk" as the primary method of teaching. Practical/laboratory work is also an integral part of all practical courses. Physical models are employed to demonstrate and explain various principles in subjects like Home Science, etc. The use of charts, models, samples and specimens makes the process of Teaching – Learning more interesting and interactive. Project based learning is followed by B.A. (Home Science) students. Some of the faculty members use Audio – Visual teaching aids like PPT's, Charts, and Maps etc. The students of Social Sciences are exposed to practical knowledge through visits, guided study tours and interactions with academicians, presentations, Book review, Written/Oral tests, Group assignments and discussions etc. Command method, Demonstration method, Lead up method, Analysis method, and visual method for students of B.A. (Physical education).

26.Participation in Institutional Social responsibility (ISR) and extension activities:

Date	Social responsibility (ISR) and extension activities
17/02/10	Campaign " Save Water Save life Save Future" Released Pamphlet on This topic and distributed in Slum Area of Sri Muktsar Sahib
02/11/11	Organized an "Eye donation Camp" with Red Cross Society.
29/08/12	Visited "*Khust Aashram*", Sri Muktsar sahib and donate eatables, Medicines, Cloths, Spectacles and articles of daily use.
10/11/12	Social Awareness on " Save Water"
16/02/13	Organized seminar on " Best way of Life"
30/08/13	Social awareness on "Leader for the day after tomorrow"
06/12/14	Visited " Old age home", Sri Muktsar Sahib
12/03/16	Organized "Pink Marathon for Women Empowerment" with collaboration of Distt. Officer.
12/09/16	Organized special lecture on "Peddy Straw fire and its Consequences"

23/09/16	Orientation Programme on "Social awareness"
28/09/16	Visit to slum area to aware about "Chikungunya"
17/02/17	Organised social awareness Programme on "Woman Health Awareness"
20/03/17	Awareness campaign on Iron deficiency anemia by home science department

27.SWOC analysis of the department and future plans

Strengths:	Department have well qualified faculty, 100 % results with university positions, excellent and latest equipments of Home Science & Music laboratories. All human aspects like growth, development, satisfaction, Emotional, cognitive, psychological, motor are taught. Daily usable techniques of budgeting, time management, energy management, work simplification are learnt. Practical entrepreneurial skills of cooking, stitching embroidery flower arrangement, dyeing, printing, food preservation, Rangoli enable the student to start its own business Sports team win university inter-college competitions & also players are selected for all India Intervarsity tournaments.
Weakness:	Lack of awareness and importance of Economics and in the field of Sports among the people. Limited scope of B.A. Philosophy as compared to other social sciences.
Opportunities:	Competitive exams, sports, teaching jobs, higher studies, Jobs both in Govt. and private sectors. etc.
Challenges:	Commercialization of products is affecting usage of home made products.
Future Plans:	Department will start B.A. honours and Post Graduation in all subject, Research Project (Minor/Major) and National level seminars. To recognize the important Roll of Physical education, sports, academic and social development and improving the ethos of college. To develop over all the personality of students so they can shape their cover in this field in a planned manner.

DEPARTMENT OF BASIC SCIENCES

1. Name of the Department:	Basic Sciences		
2. Year of the Establishment:	2010		
3. Name of the Courses offered	**U.G.**	B.Sc. (Non-Medical)	
		B.Sc. (Medical)	

4. Annual/Semester/choice based credit system (Programme wise):
Semester System

5. Participation of the department in the course offered by the other departments:
B.Sc. (Biotechnology), U.G.- Environmental Science

6. Number of Teaching Posts:

	Sanctioned (Aided & Management)	Filled
Asst. Professors	0+7	Management Post: Physics-02,Chemistry-02 Botany-02, Zoology-01

7. Faculty Profile with name, qualification, designation, specialization, (D.Sc. /D.Litt./Ph.D./ M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience
Dr. Anita Rani	M. Sc ,M. Phil, UGC-NET, Ph. D	Asst. Prof. in Physics	Solid State Physics	7.5
Ms. Kirandish Kaur	M.Sc. (HS Chemistry) UGC- NET	Asst. Prof. in Chemistry	Organic chemistry	5.5
Ms. Sharnjeet Kaur	M.Sc. (HS Chemistry), UGC- NET	Asst. Prof. in Chemistry	Inorganic chemistry	4
Dr. Harpreet Kaur	M.sc (Botany), B. Ed, Ph.D.	Asst. Prof. in Botany	Plant Cytogenetic	5
Dr. Sukhvinder Kaur	M.sc (Zoology), Ph.D.	Asst. Prof. in Zoology	Environmental Biology	9.5
Dr. Mandeep Kaur Dhillon	M. Sc (HS Botany), M. Phil, B.Ed., CSIR-NET & Ph.D.	Asst. Prof. in Botany	Plant Tissue Culture	9
Dr. Prabhjeet	M. Sc , Ph. D,	Asst. Prof. in	Surface Physics	3.5

Kaur Dhillon	UGC-NET	Physics		
Ms. Satbir Kaur	M.sc (Zoology), M. Phil.	Asst. Prof. in Zoology	Aqua Culture & Fisheries	3.5
Ms. Gagandeep Kaur	M.Sc. (Physics), B.Ed.	Asst. Prof. in Physics	-	1
Ms. Simerpreet Kaur	M.Sc.(Chemistry, M. Phil	Asst. Prof. in Chemistry	Organic chemistry	1
Mr. Ajaypal Singh Brar	M.Sc.(Chemistry)B. Ed	Asst. Prof. in Chemistry	Inorganic chemistry	1
Ms. Veerpal Kaur	M.Sc.(Chemistry)	Asst. Prof. in Chemistry	Organic chemistry	-
Mr. Sanjay Kaura	M. Sc., M. Phil,	Asst. Prof. in Physics	Solid state physics	5
Mr. Manipal Singh	M. Sc.	Asst. Prof. in Environment sciences	Environment sciences	1

8. Percentage of lectures delivered and practical classes handled (Programme wise) by temporary faculty)

Course: UG	Percentage of Lectures delivered by temporary faculty	
	Theory	**Practical**
Physics	50%	50%
Chemistry	50%	50%
Zoology	50%	50%

9. Student-Teacher Ratio (Programme wise):

B.Sc. (Non-Medical)	1:25
B.Sc. (Medical)	1:20

10.Number of academic support staff (technical) and administrative staff; sanctioned and filled : 2(Ad-hoc)

11.Qualifications of teaching faculty with D Sc./ D. Litt./ Ph. D/M. Phil/ PG.:
Ph. D. (5), M. Phil (3), PG (6)

12 (A). Publication:

Name of the Faculty	Number of Publication in peer Reviewed Journals	Number of Publication listed in Scopus/web of science	Number of papers with ISSN	Impact Factor
Dr. Anita Rani	8	15	1	1-2
Dr. Prabhjeet Kaur	4	6	-	1-3
Dr. Harpreet Kaur	9	1	-	0-4

Dr. Mandeep Kaur	1	-	-	-
Dr. Sukhvinder Kaur	-	6	`	0-1
Ms. Kirandish Kaur	1	-	-	0.7

12 (B). Faculty as a Resource person in Conferences/Seminar/Workshop and Subject Expert in other institutes.

Name of Faculty	Resource person/ Subject expert	Date	Event
Dr. Anita Rani	Subject expert	24/9/16	To conduct interview as Physics expert, Govt. College, Muktsar
	Subject expert	10/1/17	State level Seminar, Punjab Degree College, Mehmuana, Faridkot
Dr. Harpreet Kaur	Subject expert	24/9/16	To conduct interview as Botany expert, Govt. College, Muktsar
	Resource Person	20/03/17	National Seminar, Dev Smaj College Ferozpur

13. Areas of Consultancy and income generated :

Name of Faculty	Area of Consultancy
Dr. Anita Rani	Paper setter (PTET), conducted by Punjab School Education Board, Mohali (Pb.)
	Obserever (PTET-2015) conducted by conducted by Punjab School Education Board, Mohali (Pb.)
Ms. Kirandish Kaur	Paper setter (PTET), conducted by Punjab School Education Board, Mohali (Pb.)
Dr. Harpreet Kaur	Paper setter (PTET), conducted by Punjab School Education Board, Mohali (Pb.)
Ms. Satbir Kaur	Paper setter (PTET), conducted by Punjab School Education Board, Mohali (Pb.)
Mr. Ajaypal Singh	Observer (PTET-2015), conducted by Punjab School Education Board, Mohali (Pb.)

14. Faculty as members in a) National Committees b) International Committees c) Editorial Boards:

Name of the Faculty	National Committees/ Editorial Boards/ Reviewer
Ms. Anita Rani	- Member of IAPT(Indian Association of Physics Teachers) - Member Board of Studies, Department of Physics, Khalsa College, Amritsar. (An Autonomous Body). **Reviewer**

	• Reviewer of DAE symposium held at KIIT University, Tamil Naidu, Sponsored by Bhabha Atomic Research Centre, Mumbai
Ms. Kirandish Kaur	• Life member of Punjab Academy of Science, Punjabi University, Patiala (Punjab)
Dr. Harpreet Kaur	• Life member of Punjab Academy of Science, Punjabi University, Patiala (Punjab) • Life Member of Association for Plant Taxonomy, B. S. I(NRC, Dehradun) **Reviewer of Journals** • Plant Systematic and Evolution • Acta Biologica cracoviensia series Botanica • National Academy of Sciences
Dr. Sukhvinder Kaur	• Life member of Punjab Academy of Science, Punjabi University, Patiala (Punjab)
Dr. Mandeep Kaur Dhillon	• Life member of Punjab Academy of Science, Punjabi University, Patiala • Life Member of The Orchid Society of India, Chandigarh • Life Member of Society for Plant Research, Meerut.
Dr. Prabhjeet Kaur Dhillon	• Member of Indian Science Congress.

15. Awards/ Recognitions received by faculty and students:

Awards/ Recognitions received by Faculty

Dr. Mandeep Kaur Dhillon	Best Poster Award for Poster Presentation entitled as "Effects of auxins on green pod culture in *Malaxis acuminata*: A therapeutically important orchid" in National Conference organized by DAV College, Jalandhar on 28 Feb., 2015.
Dr. Prabhjeet Kaur Dhillon	ESB Awardee of 26th Annual Conference of the European Society for Biomaterials held at Liverpool from 31st August – 3rd September, 2014.

Awards / Recognitions received by students

Swati (session 2013-2016)	• Roll of Honour (2015) • Ms. Baljinder Kaur Mann Memorial Award (2015)
Vandana (session 2010-2013)	• Roll of Honour (2012-13) • Ms. Baljinder Kaur Mann Memorial Award (2010-11)

Ms. Priyanka (session 2011-2014)	• Participated in CATC camp at Kot Ise Khan, Moga (Punjab). • T. Sc. selection at Ludhiana (selected for shooting) • Intergroup shooting at Ropar. • All India Dte shooting championship cum trails for G.V. Mavalankar West Bengal. • Ist position in air pistol Chandigarh riffle association at Mohali. • Bronze medal in air pistol gun for Glory at Pune. 11Th rank out of 1000 candidates. • CATC camp at Malout NCC academy. 2 gold medals, 2 silver medal, 1 bronze medal, 1 trophy. Commandership in NCC parade at Govt. College Sri Muktsar Sahib.
Ms. Harpreet Kaur(5935)	• Republic day parade at New Delhi, NSS volunteer(26.01.2014)

16. List of eminent academicians and scientists/visitors to the department:

Name of the academicians	Designation and Address
Prof. Promila Pathak	Professor, Department of Botany, Panjab University, Chandigarh
Dr. Kamlesh Yadav	Assistant Professor, Centre for Physical Sciences, Central University of Punjab, Bathinda
Dr. Sonal Singhal	Associate Professor of Chemistry, Department of Chemistry and Centre of Advanced Studies in Chemistry, Panjab University, Chandigarh.
Dr. Neetu Gupta	Assistant Professor of Chemistry, Department of Chemistry and Centre of Advanced Studies in Chemistry, Panjab University, Chandigarh

17. Student profile programme/course wise: 2015-16

Name of the course/programme	Applications received	Selected	Pass Percentage
B.Sc. Non Medical-I	78	78	87.8%
B.Sc. Medical-I	33	33	100%
B.Sc. Non Medical-II	85	85	90.6%
B.Sc. Medical-II	24	24	100%
B.Sc. Non Medical-III	66	66	93%
B.Sc. Medical-III	24	24	100%

18. Diversity of Students: 2015-16

Name of the Course	% of Students from the same state	% of students from other states	% of students from abroad

B.Sc.-I (N.M)	96.15	3.84	Nil
B.Sc.-II (N.M)	98.82	1.17	Nil
B.Sc.-III (N.M)	96.97	3.03	Nil
B.Sc.-I (M)	93.94	6.06	Nil
B.Sc.-II (M)	100	Nil	Nil
B.Sc.-III (M)	91.67	8.33	Nil

19. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Competitive examination	IBPS (Clerical)	UGC-NET	CTET & PTET
Number of Students	1	1	1

20. Student progression

Student progression			Against % enrolled
U.G. To P.G.	2012-2013	B.Sc.-III (N.M)	55.18
	2013-2014	B.Sc.-III (N.M)	50
		B.Sc.-III (M)	33.33
	2014-2015	B.Sc.-III (N.M)	72.91
		B.Sc.-III (M)	42.86
	2015-2016	B.Sc.-III (N.M)	-
		B.Sc.-III (M)	
UG to B. Ed.	2014-2015	B.Sc.-III (N.M)	0.18
		B.Sc.-III (M)	42.85
	2015-2016	B.Sc.-III (N.M)	-
		B.Sc.-III (M)	-

21. Details of infrastructural facilities:

 a) Library: Departmental Book Bank   & Main Library

 b) Internet facilities for staff & students: Internet facilities are provided in the main library, computer lab. The department also has a computer with internet facility

 c) Classrooms with ICT Facility: 3

 d) Laborites: 5 (Physics-1, Chemistry-1, Botany-1. Zoology-1, Dark room-1)

22.Number of students receiving financial assistance from college university government of the other agencies:

Course	No. of Students	Name of funding agency
B. Sc. Medical & Non-Medical	12	College
	17	Government

23. Details on student enrichment programmes (special lectures/workshop/ seminar) with external experts:

Special lecture	Orchid Science to Orchid Mania on 03-November, 2014.
	Synthesis, properties and application of Nano-materials on 24-September, 2015.
	Magnetically Retrievable Ferrite Nano-particles: An Approach towards Green Catalysis on 16 February, 2016.
	Computational Chemistry: the ultimate way to Understand and Simulate Nano-materials on 16 February, 2016.
Competition	Poster presentation competition on 03-November, 2014.
	Science Mania-2015, Inter School Competition on 02-February, 2015.
	Science Mania-2016, Inter College Competition on 02-February, 2016.
	Science Contest-2016, Intra College Competition on 14 September, 2016.
	National Graduate Physics Examination 2016 and 2017, Indian Association Physics Examination.

24. Teaching methods adopted to improve students' learning:
Assignments**,** Presentations by both faculty members & students**,** Oral and written tests**,** Questioning during lecture delivery, Group Discussions, Educational visits to Botanical Gardens, Fish Farms, Thermal Plant, Science city & Rajasthan etc.

25. Participation in Institutional Social responsibility (ISR) and extension activities: 02

- The department has initiated a programme under the title "**Rural Academia Interface".** Its first activity was carried out on April 12, 2016 at village Khunan Kalan with the involvement of government agency. Purpose of the event was to aware villagers about the government policies and schemes regarding aid for setting up a vermicompost pit.
- Organized Blood **Donation Camp** in collaboration with Red Ribbon Club, sociology department and Computer Science department, on 14[th] March, 2016

26. SWOC analysis of the department and future plans:
Strengths: India is emerging and growing fast in the field of Science and technology, it is the need of the hour that young generation should be prepared to meet the future challenges. Ours is a college which is trying to provide best

opportunities to the girl student in the science field in this rural area, covering the major fields of basic sciences like Physics, Chemistry, Botany and Zoology
Opportunities: We want to make our college best in providing Science education to the students in rural area. So we want to provide them basic knowledge of sciences with experimental works to make them compete with the students of other Universities and research organizations that will help them in pursuing higher education.
Weakness: Besides putting best efforts, faculty is feeling handicapped to provide best practical knowledge to the students due to lack of high tech laboratories with the latest equipments. As the strength of department is increasing we need to equip our laboratories with the latest and complete instruments, to provide best exposure to the students.
Challenges: We are at present standing at the level that we are getting increasing strength of students year by year, if we are not able to meet their expectation of getting the best education in science field (with best practical knowledge); Students may lose interest in taking admission in our college.
Future Plans: To start postgraduate courses -M.Sc. (Physics), M.Sc. (Chemistry), M.Sc. (Botany), M.Sc. (Zoology).

DEPARTMENT OF BIOTECHNOLOGY

1. Name of the Department: Biotechnology				
2. Year of the Establishment: 2008				
3. Name of the Courses offered: B. Sc. (Hons.) Biotechnology				
4. Number of Teaching Posts:				

4. Number of Teaching Posts:

	Sanctioned (Aided+ management)	Filled
Asst. Professors	0+2	2 Management

5. Faculty Profile with name, qualification, designation, specialization,(D.Sc. /D.Litt./Ph.D./ M. Phil. etc.,) : PG-4

Name	Qualification	Designation	Specialization	No. of Years of Experience
Mrs. Arti sharma	M.Sc. , CSIR-NET	Assistant professor in Biotechnology	Molecular Biology and Biochemistry	7
Mrs. Harmanjot Kaur	M.Sc., CSIR - NET	Assistant professor in Biotechnology	Biotechnology	6
Miss Arshdeep Kaur	M.Sc. ,B.Ed	Assistant professor in Biotechnology	Biotechnology	4
Mrs. Harpreet Kaur	M.Sc. , M.Ed.	Assistant professor in Biotechnology	Fermentation and Microbial technology	1

6. Percentage of lectures delivered and practical classes handled (Programme wise) by temporary facultys

Course	Percentage of Lectures delivered by temporary faculty	
	Theory	Practical
B. Sc. (Hons.) Biotechnology	50%	50%

7. Student-Teacher Ratio (Programme wise):

Name of programme	B. Sc. (Honors) Biotechnology
Student-Teacher Ratio	1:8

8. Number of academic support staff (technical) and administrative staff; sanctioned and filled : 1(Ad-Hoc)

9A.Publication:

Name of the Faculty	Number of Publication in peer Reviewed Journals	Number of Publication listed in Scopus/web of science	Number of papers with ISSN	Impact Factor
Ms. Harmanjot	1	--	1	0-1

Kaur			

9 B. Faculty as a Resource person in Conferences/Seminar/Workshop and Subject Expert in other institutes.

Name of Faculty	Resource person/ Subject expert	Date	Event
Ms. Harmanjot Kaur	Resource person	14/4/15	Invited talk on "Enzymology" at Chandigarh University, Gharuan.

10. Awards/ Recognitions received by faculty and students:

Awards/ Recognitions received by Faculty

Ms. Harmanjot Kaur	Best Poster Award in National Conference on "Emerging trends in Biotechnology: Perspective and prospective". organized by department of Biotechnology, CGC Landran on August 21-22, 2015

Awards / Recognitions received by students

Ms. Simran Bhatia	• Ms. Baljinder Kaur Maan Memorial Award • Roll of Honor for 2nd position in University on the occasion of annual day celebration in April, 2014.
Ms. Mandeep Kaur	• Ms. Baljinder Kaur Maan Memorial Award for 6th position in University on the occasion of annual day celebration in 2014.
Ms. Karminder Kaur	• Best Hostler Award in 2014 on annual day

11. Areas of Consultancy and income generated :

Name of Faculty	Area of Consultancy
Ms. Arti Sharma	Observer , PTET-2015, Conducted by P.S.E.B. Mohali
Ms. Arshdeep Kaur	Observer, Religious study examination, Conducted by S.G.P.C Amritsar

12. List of eminent academicians and scientists/visitors to the department:

Name of the academicians	Designation and Address
Mr. Khushwinder Singh Brar	Senior Plant Breeder , Krishi Vigyan Kendre, Bathinda
Mr. Paramjit singh Dhingra	Director, Panjab University Regional Centre , Muktsar Sahib

13. Student profile programme/course wise: (session 2015-16)

Name of the course/programme	Applications received	Selected	Number of Enrolled students	Pass Percentage
B.Sc. I (Hons.)Biotechnology	15	11	15	100%
B.Sc. II (Hons.)Biotechnology	11	11	11	100%

B.Sc. III (Hons.)Biotechnology	07	07	07		100%

14. Diversity of Students: (2015-16)

Name of the Course	% of Students from the same states	% of students from other states	% of students from abroad
B.Sc. I (Hons.)Biotechnology	93.5%	6.45%	Nil
B.Sc. II (Hons.)Biotechnology	100%	Nil	Nil
B.Sc. III (Hons.)Biotechnology	100%	Nil	Nil

15. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Competitive examinations	GATE	PTET
Number of the student	1	1

16. Student progression

Student progression		Against % enrolled
U.G. To P.G.	2012-13	82.2
	2013-14	84.6
	2013-15	85.7
	2015-16	100
P.G. To M. Phil.	2012-16	Nil
P.G. To Ph.D.	2012-16	2 students
Ph. D to Post-Doctoral		Nil

Employed
- Campus selection: Nil
- Other than campus recruitment: 3

17. Details of infrastructural facilities:

a) Library: Maintained in main library

b) Internet facilities for staff & students: Internet facilities are provided in the main library, computer lab. The department also has a computer with internet facility

c) Classrooms with ICT Facility: Nil. Seminar hall is used for the purpose.

d) Laborites: One laboratory divided into biochemistry lab, microbiology lab, plant tissue culture and multipurpose lab.

18. Number of students receiving financial assistance from college university government of the other agencies:

Course	No. of Students	Name of funding agency
B. Sc. (Honors) Biotechnology	8	Government

	6	College

19. Details on student enrichment programmes (special lectures/ workshop/ seminar) with external experts:

Special lectures	Special lecture was organized on "Applications of Biotechnology in Agriculture" on interaction with Mr. Khushwinder Singh Brar, Senior Plant Breeder from Krishi Vigyan Kendre, Bathinda on Oct 19, 2012.
	Organized Environment fair in collaboration with science department on Feb 5, 2013.
	Lecture on "Current Environmental Issue" on the occasion of Ozone Day celebration on 23 Sept, 2014 by Mr. Paramjit singh Dhingra , Director, Regional Centre, Muktsar Sahib
	Organized a special lecture on "Prospective of Biotechnology in Agriculture" by Mr. Nitin Dhingra, Representative Monsanto Pvt. Ltd. On 23rd feb, 2015.
Students Participation in seminar and competitions	Participated in Tech fest "**Tech invent**" held at Chandigarh University, Gharuan on 3rd March, 2015. Students secured 1st position in model "Chemical Garden" and 3rd position in DNA model prepared from waste material.
	Students attended national level conference "National Conference on Applications of Biotechnology for Sustainable Development" held at DAV College, Amritsar on Oct 16-17, 2015.
Field trips	Students of the department visited to NDRI, Kernal on 12-13 Feb. 2016 so as to acquire knowledge of work done at Animal Tissue Culture lab.

20. Teaching methods adopted to improve students' learning:
Discussion method**,** Demonstration method **,** Field trips**,** Presentation by teachers and students**,** Assignment and Seminar.

21. SWOC analysis of the department and future plans:

Strengths:
- Well equipped laboratories with various instruments.
- Qualified & co-operative staff members.
- Use of smart classes for teaching using projectors, PCs etc.
- Organize Workshops & Seminars, Educational trips for overall skill development in students etc.
- More stress on practicals & handling of equipments.

Opportunities: Establishment of contacts with various industries through workshop & seminars etc. and more exposure through trainings and practical's.

Weakness: Student Strength in applied course in remote area. Lab area is limited for work.

Challenges :
- To convert the departmental Laboratories into research oriented lab.
- To increase students strength in Biotechnology in the remote area.
- Less job opportunities for the students in the semi-urban area.

Future Plans:
- To start Research Work in the Department and develop scientific view among the students.
- To increase lab area.

DEPARTMENT OF BUSINESS ADMINISTRATION

1. Name of the Department : Business Administration			
2. Year of the Establishment: 2008			
3. Name of the Courses offered	**U.G.**	Bachelor of Business Administration	

4. Annual/Semester/choice based credit system (Programme wise): Semester and annual system

5. Participation of the department in the course offered by the other departments: Dept. of B.Com and B.C.A.

6. Number of Teaching Posts:

	Sanctioned (Aided + management)	Filled
Asst. Professors	3management post	3(Management Post)

7. Faculty Profile with name, qualification, designation, specialization, (D.Sc. /D.Litt./Ph.D./ M. Phil. etc.,)

Name	Qualification	Designation	Specialization	Years of Experience
Mrs. Monika Garg	M.Com, MA (Economics) B. Ed, JRF/ UGC - NET	Asst. Prof.	Commerce , Management and Economics	7
Ms. Sondeep	MBA , UGC - NET	Asst. Prof.	Finance & Marketing	5
Mr. Mandeep Singh	B Tech, MBA , UGC-NET	Asst. Prof.	Marketing Management and Operations Management	15

8. Student-Teacher Ratio (Programme wise):

Name of programme	U.G.
Student teacher ratio	1:18

9. Qualifications of teaching faculty with D. Sc/D. Litt/Ph. D/M. Phil/PG.:
PG (3)

10 A) Publication:

Name of the Faculty	Number of papers with ISSN
Ms. Monika Garg	2

10 B) Faculty as a Resource person in Conferences/Seminar/Workshop and Subject Expert in other institutes.

Name of Faculty	Resource person/ Subject expert	Event

| Ms. Monika Garg | Subject expert | To conduct interview of business administration lecturer at govt. college, Sri Muktsar Sahib. |
| | Subject expert | To conduct interview for the appointment of commerce lecturer at D.A.V Public school, Sri Muktsar Sahib. |

11. Areas of Consultancy and income generated:

Name of Faculty	Area of Consultancy
Ms. Sondeep Kaur	Flying Squad, Board Examination, March 2015, P.S.E.B. Mohali

12. Student Projects: Students of BBA -2nd year go for 6 weeks training in Various Industries as Textiles, Dairy, paper & pulp, Banks.

13. List of eminent academicians and scientists/visitors to the department:

Name of Academician/visitors	Designation and Address
Dr. Neeru Garg	HOD, Department of Commerce, SSD Girls College, Bathinda
Mr. B. K. Soni	Career Counselor as Company Secretary
Mr. Manjul Bhardwaj	Founder ETF, Mumbai
Mr. Neeraj Setia	Head, Apex Institute, Bathinda
Dr. Dharmender Singh Ubha	Principal, Khalsa College, Patiala
Dr. R. K. Uppal	Panjab university , Chandigarh
Mr. Sumedh Baghla	CA online coaching centre
Mrs. Preeti Baghla	CA online coaching centre

14. Student profile programme/course wise (2015-16)

Name of the course/programme	Applications received	Selected	Enrolled	Pass Percentage
BBA I	29	29	27	100%
BBA II	19	19	19	100%
BBA III	8	8	8	100%

15. Diversity of Students: (2015-16)

Name of the Course	% of Students from the same state	% of students from other states	% of students from abroad
BBA I	97 %	3%	Nil
BBA II	100 %	0%	Nil
BBA III	100 %	0%	Nil

16. Student progression (2012-16)

Student progression	Against % enrolled
U.G. To P.G. (2012-16)	45%

Employed	-

17. Details of infrastructural facilities:

a) Library: Departmental book bank- Around 150 books in the bank for help of economically weak students. Main Library has more than 400 books in main library

b) Internet facilities for staff & students: Internet facilities are provided in the main library. The department also has a computer with internet facility

c) Classrooms with ICT Facility: 01 (seminar hall)

18. Number of students receiving financial assistance from college university government of the other agencies:

Course	No. of Students	Name of funding agency
B.B.A.	15	College
	2	Government

19. Details on student enrichment programmes (special lectures/workshop/ seminar) with external experts:

Special Lectures	Special lecture on Career opportunities in Commerce and Management is organized on 16th Dec 2011. Resource person was Dr .Neeru Garg
	Organized special lecture on "Enhancing Knowledge and Awareness about Chartered Accountancy Profession in Nov 2011. Resource Person was Mr. Sumedh Baghla and Mrs. Preeti Baghla
	Organized special lecture on web designing on 12^{th} Feb. 2016. The resource person was Mr. Mangat Singh.
	Organized on "Career guidance on CS and CA" on 3^{rd} March 2016. The resource person was Mr. Ratish and Mrs. Zeena.
Workshops	Workshop on competitive exams is organized from 22nd Feb 2013 to 4rth March 2013. The resource person was Mr. Neeraj Setia and their faculty members from APEX Institute Bathinda
	Workshop on competitive exams is organised from 10^{th} Feb 2014 to 17^{th} Feb 2014. The resource person was Mr. Neeraj Setia and their faculty members from APEX Institute Bathinda.
	Workshop on competitive exams is organised from 2nd Feb 2015 to 8th Feb 2015. The resource person was Mr. Neeraj Setia and their faculty members from APEX Institute Bathinda.
	Organized a 10 days' workshop on "Relevance of Theatre". Resource person was Mr. Manjul Bhardwaj.
	Workshop on competitive exams is organized from 16^{th} Feb. 2016 to 23rd Feb 2016. The resource person was Mr Neeraj Setia and their faculty members from Setia competition classes, Bathinda.

	Organised one week workshop on competitive exams from 13th Feb. 2017 to 18th Feb 2017.The resource person was Mr. Rajinder Goyal, Mr. Garish Arora, Mrs. Shipra Goyal, Mrs. Rashmi Arora.
Seminars	Organized a seminar on" Measuring and Managing Managerial Performance" on March 13, 2010. The resource person was Dr. Dharmender Singh Ubha and Dr RK Uppal.
Field Trips	Bank Visit to Yes Bank and HDFC Bank on 14 Sept 2011. Industrial Visit to Setia Paper Mill on 28 Sept 2011
	Organized one day industrial visit at super fine industries ludhianaon 27th Feb. 2016.
	Organized one day educational tour at Nanaksar Gurudwara at Jagraon on 27th Feb. 2016.
	Organized Book fair to Bathinda on 8th Oct. 2016.
	Organized visit to Central Bank of India on 7th Oct., 2016.

20. Teaching methods adopted to improve students' learning:
Lecture method, Class Discussion, Demonstration, Brainstorming, Microteaching, Group Discussion, Assignment method, Panel Discussion, Previous Knowledge testing, Power Point Presentations, Class Presentations, Interactive Sessions

21. Participation in Institutional Social responsibility (ISR) and extension activities: Students visit to Birdha Ashram and Kusht Ashram on 9th Sept., 2016.

22. SWOC analysis of the department and future plans:

Strengths: Well Qualified and Highly experienced faculty
Classrooms with ICT facility exposure to students from digital collection of video lectures of related topics and video tours of manufacturing plants of multinational companies like Coke , Frito Lays , UPS and Major Car Manufacturing Plants and Teaching with various pedagogical aids like case studies , articles , video clips

Opportunities: The students of BBA are desirous of either getting a Job after BBA or going in for further higher education in Management. Amongst the sectors for Job opportunities Banking, Retail, Telecom and Financial Services Industry offer good options and packages currently even for Business Graduate Students.

Weakness: Students from rural background find difficult to cope up the technicalities of the course

Challenges: Students coming from villages having Punjabi background are doing BBA.

Future Plans: Introducing PG courses like MBA or PGDBM and more seminar/ conferences/workshop to be planned in future

PG DEPARTMENT OF COMMERCE

1. Name of the Department:	Commerce		
2. Year of the Establishment:	2008		
3. Name of the Courses offered	**U.G.**	B. Com	
	P.G.	M. Com	

4. Name of Interdisciplinary Courses and the departments/units involved:

Department	Courses
Computer Dept.	B.Com-I , M.Com-I
Mathematics Dept.	B.Com-II , B.Com-III, M.Com-I
English Dept.	B.Com.-I
Punjabi Dept.	B.Com.-I

5. Annual/Semester/choice based credit system (Programme wise):
Semester System

6. Number of Teaching Posts:

	Sanctioned (Aided+ Management)	Filled
Asst. Professors	0+4	4 (Management Post)

7. Faculty Profile with name, qualification, designation, specialization,(D.Sc. /D.Litt./Ph.D./ M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience
Dr. Jagmeet Kaur	M.Com, M. Phil., UGC-NET, Ph. D	Assistant Professor	Finance	5
Ms. Gagandeep Kaur	M.Com, UGC-NET	Assistant Professor	Finance	2.5
Ms. Rimpjeet Kaur	M.Com, UGC-NET	Assistant Professor	Finance	2.5
Ms. Navjot Kaur	M.Com, UGC-NET.,B. Ed	Assistant Professor	Finance	3
Ms. Navjyoti	M.Com, B. Ed	Assistant Professor	Finance	5.5
Ms. Navleen Kaur	MBA, M. Phil	Assistant Professor	Management	5.5

8. Percentage of lectures delivered and practical classes handled (Programme wise) by temporary faculty)

Course	Percentage of Lectures delivered by temporary faculty
B. Com	32%
M. Com	32%

9. Student-Teacher Ratio (Programme wise):

Class	B. Com	M. Com

Teacher- Student Ratio	1:40		1:21	

10. Qualifications of teaching faculty with D. Sc. /D.Litt. /Ph. D/ M. Phil/PG.:
   Ph. D (1), M. Phil. (1), PG (4)

11 A. Publication:

Name of the Faculty	Number of Publication in peer Reviewed Journals		Number of Publication listed in Scopus/web of science	
Dr. Jagmeet Kaur	5		2	
Ms. Navjot Kaur	-		1	

11 B. Faculty as a Resource person in Conferences/Seminar/Workshop and Subject Expert in other institutes.

Name of Faculty	Resource person/ Subject expert	Date	Event
Dr. Jagmeet Kaur	Subject Expert	11/02/17	A Part of Inspection Team constituted by Panjab University, Chandigarh, for the affiliation of B.Com
	Subject Expert	18/03/16	To conduct viva, Govt. college, Muktsar
	Subject Expert	15/03/15	To conduct viva, P.U. Regional Centre
	Chairperson	05/04/16	chair the technical session at national conference, Mata Sahib Kaur Girls, college Talwandi Sabo

12. Student Projects:

a). Percentage of students who have done in-house projects including inter departmental/programme:	M.Com - 100 per cent
b). Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies:	M.Com - 100 per cent

13. Awards/ Recognitions received by faculty and students:

Detail of student	Award received
Ms. Harmanpreet Kaur	College Color for culture activities

14. List of eminent academicians and scientists/visitors to the department:

Name of Academicians / visitors	Position
Dr. Dharminder Singh Ubha	Principal, Khalsa College, Patiala
Dr. R.K. Uppal	Head, Economics Dept., DAV College, Malout
Dr. Rajinder Kaur	Associate Professor, Commerce Dept., Punjabi University, Patiala
B.K. Soni	Member, Institute of Company Secretaries of India
Dr. Neeru Garg	Head, Commerce Dept., SSD Girls' College,

	Bathinda
Dr. Navkiranjit Kaur Dhaliwal	HOD, Department of Commerce, Punjabi University, Patiala
Col. Dilbag Singh	-

15.Seminars/Conferences/Workshops organized & the source of funding
   a) National b) International:

Title of seminar	Nature	Source of funding	Date	Grant sectioned
Entrepreneurship in India: need of hour.	National Seminar	ICSSR	18 March, 2017	35,000/

16. Student profile programme/course wise: (2015-16)

Name of the course/programme	Applications received	Selected	Enrolled	Pass Percentage
B. Com -I	**90**	**70**	**62**	**100%**
B. Com-II	**65**	**65**	**65**	**100%**
B. Com-III	**31**	**31**	**31**	**100%**
M. Com -I	**23**	**23**	**19**	**100%**
M. Com-II	**19**	**19**	**19**	**100%**

17. Diversity of Students: 2015-16

Name of the Course	% of Students from the same state	% of students from other states	% of students from abroad
B.Com-I	94.74	5.26	Nil
B.Com-II	100	-	Nil
B.Com-III	94.74	5.26	Nil
M.Com-I	94.74	5.26	Nil
M.Com-II	94.74	5.26	Nil

18. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Competitive examinations	UGC-NET	Post office exam	Charter Accountant
Number of students	6	1	4

19. Student progression

Student progression (2012-16)	Against % enrolled
U.G. To P.G.	90%
P.G. To M. Phil.	-
P.G. To Ph.D.	-
Ph. D to Post-Doctoral	-
Employed	50%

20. Details of infrastructural facilities:

   a) Library: Departmental book Bank with approximately 250 books and main

	library
b) Internet facilities for staff & students: Internet facilities are provided in the main library. The department also has a computer with internet facility	
c) Classrooms with ICT Facility: Seminar hall and one common classroom is used for ICT facility	
d) Laboratories: nil	

21.Number of students receiving financial assistance from college university government of the other agencies:

Class	No. of Students	Name of funding agency
B. Com & M. Com	5	College
	4	Government

22.Details on student enrichment programmes (special lectures/workshop / seminar) with external experts:

Seminars	Organized seminar on "Measuring and Managing Managerial Performance" on March 13, 2010. The resource persons were Dr. Dharminder Singh Ubha (Principal, Khalsa College, Patiala), Dr. R.K. Uppal (Head, Economics Dept., DAV College, Malout) and Dr. Rajinder Kaur (Head, Commerce Dept., Punjabi University, Patiala).
	Organized a seminar on "Investment Portfolios" in association with Muktsar Society, Muktsar.
	Organized a seminar on "Measurement of Risk and Return" in March, 2014. The resource person was Dr. Navkiranjit Kaur Dhaliwal (HOD, Department of Commerce, Punjabi University, Patiala.
	Organized a seminar on "Leaders of Tommarrow" on August 9, 2014. The resource person was Col. Dilbag Singh.
Special Lecture	Organized an extension lecture on awareness about Company Secretary. The resource person was B.K. Soni (Member, Institute of Company Secretaries of India).
	Organized an extension lecture on "Illequidity in Stock Exchange" in March, 2011.
	Organized an extension lecture on "Career Opportunities in Commerce and Management" on December 16, 2011. The resource person was Dr. Neeru Garg (Head, Commerce Dept., SSD Girls' College, Bathinda). Organized an extension lecture on "Enhancing Knowledge and Awareness about Chartered Accountant" in November, 2011. The resource persons were Miss Kanika, Mr. Sumedh Bagla and Mrs. Preeti Bagla.
	Organized an extension lecture on Company Secretary. The resource person was B.K. Soni (Member, Institute of Company Secretaries of

	India).
Workshops	Organized 10 days workshop on "Relevance of Theatre". Resource person was Manjul Bharatwaj.
	One week workshop on preparation for competitive exams was organized in collaboration with APEX Institute, Bathinda.
	Organized a seminar on "Investment Portfolios" in association with Muktsar Society, Muktsar.
	Organized a seminar on "Measurement of Risk and Return" in March, 2014. The resource person was Dr. Navkiranjit Kaur Dhaliwal (HOD, Department of Commerce, Punjabi University, Patiala).
	Organized a seminar on "Leaders of Tommarrow" on August 9, 2014. The resource person was Col. Dilbag Singh.
Competitions	Organized CTSE Test on 28th February, 2012.
Field trip	Organized an industrial visit to Setia Paper Mill, HDFC Bank and Yes Bank to impart practical knowledge about their working.
	Organized an educational trip to Bhathinda in March, 2014.

23. Teaching methods adopted to improve students' learning:

Use of power point presentations for better understanding of the topic, role playing, case studies, projects and assignments are given to the students so as to give them in hand experience, brainstorming, group discussion, Stress on more interactive lectures in the class, arrangement of students visits in different firms, banks etc. for giving practical knowledge of the topics mentioned in the curriculum.

24. Participation in Institutional Social responsibility (ISR) and extension activities:

- Organized Visit in slum area, Muktsar so that the students could interact with the people over there and can understand their problems.
- Organized Eye Camp along with Economics department on November 02, 2011. The resource persons were Dr. Yuvraj Markan and Dr. Meenakshi Markan.

25. SWOC analysis of the department and future plans:

Strengths: Well qualified and hard working faculty, Congenial Teaching learning environment, Involvement of students in extra- curricular activities.

Opportunities: To create more industry exposure to the students, To guide and help students in qualifying competitive exams like NET, Bank Exams etc, Job placements in banking sector, corporate and various other Government sector.

Weakness: Students from rural areas having non-English background.

Challenges: To create interest for study among students due to backward area and emerging professional courses

Future Plan: To start Research Work in the Department and develop scientific view among the students

PG DEPARTMENT OF FASHION DESIGNING

1. Name of the Department:		Fashion Designing
2. Year of the Establishment:		2006
3. Name of the Courses offered	**U.G.**	• B.Sc. Fashion Designing • Dual Degree Programme- Certificate, Diploma, Advance Diploma in Fashion Designing
	P.G.	• M. Sc. Fashion Designing • Post Graduate Diploma In fashion Designing (PGDFD)

4. Annual/Semester/choice based credit system (Programme wise):

B. Sc. Fashion Designing M. Sc. Fashion Designing PGDFD	Semester system
Dual degree program	Annual system

5. Number of Teaching Posts:

	Sanctioned (Aided+ Management)	Filled
Asst. Professors	0+2	2 (management post)

6. Faculty Profile with name, qualification, designation, specialization, (D.Sc. /D.Litt./Ph.D./ M. Phil. etc.,)

Name	Qualification	Designation	Specialization	Years of Experience
Ms. Seema Rani	M.Sc. NET	Assist. Profs.	Clothing And Textile	4.5
Ms. Rupinder Kaur	M.Sc. NET	Assist. Profs.	Clothing And Textile	5
Ruhi Khurana	M.sc. NET	Assist. Profs.	Fashion Designing	8
Ramandeep kaur	M.sc.	Assist. Profs.	Fashion Designing	1
Karamjit Kaur	M.sc.	Assist. Profs.	Fashion Designing	1

7. Percentage of lectures delivered and practical classes handled (Programme wise) by temporary faculty)

Course	Percentage of Lectures delivered by temporary faculty
U.G.	30%
P.G.	31%

8. Student-Teacher Ratio (Programme wise):

B. Sc (F. D.)	1:14
PG Diploma in Fashion Designing	1:10

9. Number of academic support staff (technical) and administrative staff; sanctioned and filled : 1

10.Qualifications of teaching faculty with D.Sc./D. Litt./Ph. D/M. Phil./PG.: PG(5)

11.Publication:

Name of the Faculty	Number of Publication in peer Reviewed Journals	Number of papers with ISSN
Ms Seema Rani	2	4

12.Student profile programme/course wise:

Name of the course/programme	Applications received	Selected	Enrolled	Pass Percentage
B.Sc. I Fashion Designing	32	28	28	100%
B.Sc. II Fashion Designing	18	18	18	100%
B.Sc. III Fashion Designing	13	13	13	100%
PGDFD	6	6	6	100%
Dual Course Programme	35	30	30	100%

13.Diversity of Students: 2016-17

Name of the Course	% of Students from the same state	% of students from other states	% of students from abroad
B.Sc.	100%	-	-
PGDFD	100%	-	-
Dual Degree Programme	100%	-	-

14.Student progression

Student progression		Against % enrolled
U.G. To P.G.	2014-15	57%
	2015-16	61%

Employed
- Campus selection: Nil
- Other than campus recruitment: 2
- Self employed: 4

15.Details of infrastructural facilities:

a) **Library:** Maintained in main Library

b) **Internet facilities for staff & students:** Department has computer lab with internet facility

c) **Classrooms with ICT Facility:** 01 (seminar hall)

d) **Laboratories:** 4 (Garment construction lab-2, textile lab-1, computer lab-1, printing lab-1)

16.Number of students receiving financial assistance from college university government of the other agencies:

No. of Students	Name of funding agency
1	Government
14	College

17.Details on student enrichment programmes (special lectures/workshop / seminar) with external experts: • Special lecture on handicrafts especially on "Phulkari" on 18[th] Nov. 2014 by Anu H. Gupta, Assit. Prof. UIFT & VD, Panjab University, Chandigarh. • Organized workshop on Adda Embroidery by the expert from SEO Lehnga House. Workshop on Maccrame on 1st Oct. 2014. • Organized Fashion Glam on 23 Sep. 2015. • Organized Fashion Glam on 16March. 2017
18.Teaching methods adopted to improve students' learning: Class Discussion, Assignment method, Demonstration Method, Project Method, Presentation Method, Video Lecture Method.
19.SWOC analysis of the department and future plans:
Strengths: Well Qualified and experienced staff, Interest of students in various departmental activities**,** good results**,** practical class to enrich students Technically
Opportunities: students can get placement in various fields as Research Scholar, Corporate sector and industrial sector, Govt. Sector, Teaching in schools and colleges, Self employment
Weakness : Backward Area as the course is technical and in English medium
Future Plans: To strengthen the department by more activities and research projects.

PG DEPARTMENT OF COMPUTER SCIENCE

1. Name of the Department:	Computer Science				
2. Year of the Establishment:	2004				
3. Name of the Courses offered	**U.G.**	• B. C.A. • Dual degree course: Certificate, Diploma, Advance Diploma			
	P.G.	M. Sc. IT			

4. Annual/Semester/choice based credit system (Programme wise):

B. C.A.	Semester System
M. Sc.	Semester System
Dual Degree Program	Annual System

5. Participation of the department in the course offered by the other departments:
Dept. of BBA, Department of Biotechnology, Dept. of Commerce, Department of Fashion Designing, B. A.

6. Number of Teaching Posts:

	Sanctioned (Aided + Management Post)	Filled
Asst. Professors	1+4	4 (Management Post)

7. Faculty Profile with name, qualification, designation, specialization, (D.Sc./ D.Litt./Ph.D./ M. Phil. etc.,)

Name	Qualification	Designation	Specialization	Expe-rience	No. of M.Phil Students guided
Ms. Shaveta Dargan	MCA., M. Phil.	Assistant Professor	Software Engineering & cloud computing	13	-
Ms. Amanpreet Kaur	M. Sc. (Hons.), M. Phil	Assistant Professor	Graphics & Artificial Intelligence	9	-
Mr. Sunil Kumar	MBA, MCA, M. Phil M. Tech, Ph. D (pursuing)	Assistant Professor	Image processing & Cloud computing	12	2
Ms Rupinderpal Kaur	M. Sc (IT) M. Phil, Ph. D(pursuing)	Assistant Professor	C Language & Optical Character Reorganization	8	-
Ms. Monika Juneja	M.C.A, M. Phil.	Assistant Professor	C & C++	9	-
Ms. Pooja	M. C. A,	Assistant	C++ & Java	8	-

Bajaj	M. Phil.	Professor			
Ms. Amandeep Kaur	MCA, M. Phil, M. Tech, Ph. D (pursuing)	Assistant Professor	ADA & Java	7	-
Ms. Harinder Kaur	M.Sc. (CS), M. Phil	Assistant Professor	Software Engineering	3	-
Ms. Jaspreet Kaur	MCA	Assistant Professor	Java language	1	-

8. Percentage of lectures delivered and practical classes handled (Programme wise) by temporary faculty)

Course	Percentage of Lectures delivered by temporary faculty	
	Theory	**Practical**
U.G.	**20%**	**10%**
P.G.	**10%**	**10%**

9. Student-Teacher Ratio (Programme wise):

Class	**U.G.**	**P.G.**
Student-Teacher Ratio	1:20	1:11

10. Number of academic support staff (technical) and administrative staff; sanctioned and filled : 2

11. Qualifications of teaching faculty with D Sc/D. Litt./ Ph. D/M. Phil/PG.:   M. Phil (8), PG (1)

12. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received

Name of Faculty	Nature of Project	Duration	Title	Funding Agency	Grant received
Mr. Sunil Kumar (Principal investigator) Ms. Amanpreet Kaur (Co-investigator)	Minor Project	Feb. 2011-Sept. 2012	A Comparative study of Edge detection Technique and designing a algorithm through Fuzzy System	UGC	1.10 Lac

13 A) Publication:

Name of the Faculty	Number of Books with ISBN	Number of Publication in peer Reviewed Journals	Number of Publication listed in Scopus/web of science	Number of papers with ISSN
Ms. Shaveta	1	4	-	2

Dargon					
Ms Amanpreet Kaur	-	1		-	1
Mr. Sunil Kumar	-	9		2	9
Ms Rupinderpal Kaur	-	1		-	1

13 B. Faculty as Resource Persons/Subject Expert

Name of the faculty	Resource person/ Subject expert	Date	Event
Mr. Sunil Kumar	Subject Expert	11/4/16	To conduct interview at National College of information technology, Sri Muktsar Sahib

14. Areas of Consultancy and income generated :

Name of Faculty	Area of Consultancy
Mr. Sunil Kumar	Observer, PSTET-2015, Conducted by P.S.E.B. Mohali (Pb)

15. Student Projects:

a) Percentage of students who have done in-house projects including inter departmental/programme

Class	Percentage of students completed in house project
BCA III	100%
M. Sc. (IT)-2nd Year	100%

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies

Class	Percentage of students placed for project
M Sc. (IT) 2nd	100%

16. Awards/ Recognitions received by faculty and students:

Name of Faculty	Awards/ Recognitions
Mrs. Shaveta Dargan	• Appreciation certificate for conducting scholarship examination of the students in the college by All About Education Society, Bathinda on January, 2015. • Appreciation certificate for the contribution of the Assistant Coordinator in the One Month Skill Development Program on "Electronics System Design and Management" conducted by IQBRI Pvt. Ltd. Mohali from 15[th] February, 2016 to 15[th] March, 2016.

17.List of eminent academicians and scientists/visitors to the department:

Name of the academicians/ visitors	Designation and Address
Dr. R.S. Salaria	Professor, Dept of Computer Science and Engineering, Thapar University, Patiala.
Dr. Gurvinder Singh	Professor, Department of Computer Science and Engineering, GNDU, Amritsar.
S. Kulwant Singh	A. D. C, Muktsar
Dr. Vikramjit Singh	Professor, Department of Computer Science, CDLU, Sirsa.
Dr. Shashi Sethi	Career Counsellor, Pvt Institue cum retired Professor, PU CHD, Mohali
Dr. H.N Singh	Civil Surgeon, Muktsar
Dr. Satish	P.U Regional Centre, Chd

18. Student profile programme/course wise:2015-16

Name of the course/programme	Applications received	Selected	Enrolled	Pass Percentage
BCA I	58	58	58	100%
BCA II	36	36	36	100%
BCA III	26	26	26	96%
M.Sc IT I	10	10	10	100%
M.Sc II	12	12	12	100%

19. Diversity of Students: 2015-16

Name of the Course	% of Students from the same state	% of students from other states	% of students from abroad
BCA I	100%	Nil	Nil
BCA II	100%	Nil	Nil
BCA III	100%	Nil	Nil
M. Sc IT I	100%	Nil	Nil
M. Sc II	100%	Nil	Nil

20.How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

Name of test	Number of students qualified
Punjab Information and Communication information Society (PICTES)	4
Service Selection Board	1
Regional Rural Bank	1
E-Patwari	1

21.Student progression

Student progression (2014-15)	Against % enrolled
U.G. To P.G.	68%

P.G. To M. Phil.	-
P.G. To Ph.D.	-
Ph. D to Post-Doctoral	-
Employed	20
Entrepreneurship/Self-employment	3

22.Details of infrastructural facilities:

a) **Library:** More than 300 books in main library

b) **Internet facilities for staff & students:** Internet facility provided in computer laboratories. The department also has a computer with internet facility

c) **Classrooms with ICT Facility:** One smart classroom, 1 movable projector.

d) **Laborites:** 4

23.Number of students receiving financial assistance from college university government of the other agencies:

Sr. No.	No. of Students	Name of funding agency
4.	13	College and government

24.Details on student enrichment programmes (special lectures/workshop/seminar) with external experts:

Special Lectures:	Special lecture on "Career Opportunities in professional courses" by My Carrer on 11/11/2011.
	Special lecture on "Ethical hacking" by Rahul Tyagi on dated 2/12/2011.
	Organized seminar on **Image processing** on Sept, 2014 by Jasbir Singh HOD of PG dept of Computer Science, GGS Khalsa College, District Taran Taaran.
	Organized special lecture on "To lay emphasis on IT Interface with education industry" by Thinknext Technologies Pvt. Ltd dated 15/9/14.
	Organized special lecture on "Aware the students in the field of Software Development and its Career Opportunities" by Infomaths on 14/11/14.
	By Sahil Bhagla internationally acclaimed expert on Cyber Security on "Digital Cop" dated 7/10/2015
	Department organized Seminar on "Emerging trends in IT" by students of M.Sc. (IT), BCA III on Jan 8,2015 to 31 Jan,2015.
	Organized Consultancy cum Placements Programme by AniWeb Designs, Mohali on 17[th] August, 2016.
	Organized Valedictory function skill development program on "Electronic system design and maintenance" by Department of Computer Science & Economics under PMKVY on 16 Feb, 2017
Workshops	Organized Workshop on language by HCL on Recent trends in Computer Science by EIGHT FOLD INFOTECH during session 2012-13.

	6 months Industrial Training of M.Sc.IT 2ⁿᵈ year has been organized by Department of Computer Sc. in Spynieor , Mohali from 1 ,Jan 2014 to 31,May 2014
	6 months industrial cum placement of M.Sc.IT 2ⁿᵈ year has been organized by Department of computer science in "LMV LTD" , Mohali in which students got stipend of Rs 3000 p/m from 1 ,Jan 2015 to 31,May 2015
	By International Software Minds, Chandigarh on "Data Center Disaster Recovery and planning" dated 16/09/15
	Organized one day workshop on "technology awareness & data centre disaster recovery & planning"on 5ᵗʰ October, 2015
	Organized Two days workshop on "Recents trends in computer science" from 31 August to 1ˢᵗ Sep, 2016 by Affins Technosoft, Mohali.
Competition	Organized "Quiz Competition" sponsored by MY CAREER, IIM during session2011-12
	Organized State Level Tech Fest on 28ᵗʰ Feb, 2011.
	Organized District Level Tech Utsav 8th Nov, 2016
Field Visit	Organized Educational Trip to Delhi for visiting Trade fare in 2009
	Visit a Book Fare with students to Bhatinda on 18ᵗʰ November 2016

25.Teaching methods adopted to improve students' learning:
Lecture method, Deductive method using practical**,** Simple to complex**,** Class discussion**,** Demonstration**,** Concrete to Abstract (example to rules)**,** Brain Storming**,** Micro Teaching**,** Group Discussion**,** Question Answer method**,** Mock Test**,** Assignment method**,** Panel Discussion**,** Project method**,** Power point Models**,** Interactive Method**,** Seminars, Class Presentations**,** Teaching models**,** Workshops

26.Participation in Institutional Social responsibility (ISR) and extension activities:
Organized Blood Donation Camp in collaboration with Red Ribbon Club, department of sociology and basic sciences on 14ᵗʰ March, 2016

27. SWOC analysis of the department and future plans:

Strengths: Well Qualified and experienced staff, Interest of students in various departmental activities**,** ICT enabled classroom.**,** Wi -fi campus, Practicals class to enrich students Technically

Opportunities: Student placement in Corporate sector, Self Employment , Govt. Sector like Civil Services, computer operator, banking, teaching.

Weakness : Backward Area as the course is technical and in English medium

Challenges: Language barrier for the students of Rural Area, Exploitation in private Sector**,** High cost of Sofwares /Hardware

POST-ACCREDITATION INITIATIVES

The first NAAC accreditation of the college was in 2009. The peer team appreciated the physical infrastructure and harmonious atmosphere conducive to academic pursuits, the financially sound management, effective teaching-learning process and overall academic excellence of the college. However, the team made certain observations as enhancement measures. The college, since then, has been making steady efforts in the direction of the suggestions.

A. INITIATIVES TAKEN ON RECOMMENDATIONS OF THE PEER TEAM:

Recommendations on Academics: Introduction of need based and professional courses at UG, PG level, skill based, and short term courses.

Steps taken:

The institute offered only nine academic programmes till 2009. After that, four new UG courses, B. Sc (Non Medical), B.Sc. (Medical), B. Sc (Computer Science), B.Sc. (Fashion Designing), were introduced. Apart from this, four PG courses, M.A. (Punjabi), M.A. (Sociology), M.Sc. (Mathematics), and M.Com were also introduced in a phased manner. The college has started M. Sc. (Fashion Designing) from the session 2016-17 and purposes to start M. Sc. (Physics) from the session 2017-18. The college has also started two more skill based Add On courses (Certificate, Diploma and Advanced diploma courses) in Information Technology and Communicative English, and five short term courses in Printing and Dying, Art and Craft, English Speaking, Basics of Computer and Internet, and Mathematics for Competitive exams.

Recommendation on research and extension activities: The conduct of seminars, workshops, field-visits, training courses and taking up research projects.

Steps taken:

Research and Seminar Committee acts as a facilitator for the faculty research by circulating the information regarding various seminars/conferences/workshops being organized in the region and by providing the details of the funding agencies in different research areas. The college faculty has been active in research of paper presentations, publication of research papers/books and taking up minor/major research projects. Presently, 16 of the faculty members have completed their doctoral research, 27 are M. Phil. while 10 are pursuing Ph.D. In the last four years, there has been a spectacular increase in the number of publications. Total number of publication is 12 Books, 04 edited Books, 23 chapters in books, 62 research papers in peer reviewed journals, 33 in SCOPUS and 63 in proceedings with ISSN and 47 in others. 131 research papers, articles have been presented at international national seminar / conference / workshops. A total number of 54 UGC/ICSSR sponsored seminars/conferences have been organized on a wide range of issues and concerns.

The college received and spent a grant of Rs. 5,50,000/- from ICSSR for organizing a ten day research methodology workshop. UGC sanctioned three minor research projects have been completed and two major collaborative research projects are going on. Further, in the last four years, 40 members from the teaching staff of the college have taken the benefit of various faculty development programmes such as orientation courses, refresher courses, winter/summer schools, and workshops on different subjects sponsored by UGC or other agencies.

Student-centric teaching techniques like group discussion, power point presentations, seminars, invited talks and ru-b-ru programmes, field visits etc. are adopted to augment the learning process. Experts are invited for special lectures from other institutions and universities. Modern teaching aids and tools like computer systems, internet and other materials are used to facilitate the e-teaching learning. Field visits to fisheries, Botanical garden, Historical/Religious places, industries, Science city, TV stations, Newspaper

offices/Printing Press etc. supplement the teaching learning to give first hand experiences. College has developed linkages with industries for programmes like BBA, B.Com and Fashion designing, M.sc (IT) to acquire HR Skills, and Digital and Cooperative Marketing Skills.

The college plans and organizes extension and outreach programmes through NCC, NSS, various cells and clubs as well as through different departmental societies with the objective of making the learning of its students a holistic experience bringing the academic, community, and environmental aspects together. These programmes play a significant role in sensitizing the students to the needs of the community and the environment and inculcate in them the qualities of a good. For instance, a cycle rally organized by the college aimed at sensitizing the students as well as the society to the benefits of cycling for better environment, safe roads and good health. In an awareness campaign 'Polythene Free Campus' students took pledge not to use polythene bags not only in the campus but also in their routine life. Under vermicomposting project initiated by the department of basic Sciences, residents of village khunan Kalan were given a presentation explaining the process and benefits of vermicomposting by the students and the teachers.

Recommendation on Infrastructure and Learning resources: College has spent huge money for augmenting its infrastructure in the form of extension of building, addition of new laboratories, enrichment and automation of library, acquisition of latest equipment and up gradation of existing ICT facilities.

Considering the wide range of career options offered by the institution, library facilities have been improved to a large extent. At present, there are 25,000 (approx.) books and 61 periodicals in the library. The college has been subscribing to online journals through the facility of INFLIBNET to promote research among the faculty and students. Every year, college spends a considerable amount for purchasing books and subscription of journals. Regular updating of Periodicals, newspapers, journals and magazines in the library are updated regularly so as to provide the students with latest study material.

College has 20 laboratories for Science, Fashion designing, Biotechnology, Computer, Geography, Home science, Language and Music subjects. All laboratories are equipped with latest equipments, benches and cupboards for easy handling of articles, storage spaces for equipments and chemicals and attendants to instruct and monitor the student's activities. Instruments are calibrated and repaired regularly and Computer and language laboratories have been upgraded. In the last five years, Science and Fashion Designing laboratories have been established. The campus has Wi-Fi internet facility to enrich the knowledge of teachers and students.

For Outdoor and indoor games the institute has 400m track for track and field events, play grounds for Volleyball, Hockey, Football, Hand ball, Badminton, Kho kho, Kabbadi and Gatka (Sikh martial art). Along the periphery of the ground there are cemented stand have been constructed for seating of students. Mai Bhago stadium building also has one multipurpose hall for indoor games like Taekwondo, Judo, Table Tennis, Boxing and Kabbadi (National style). Gymnasium is furnished with twister, leg and arm curling machine, bench press, treadmill and multipurpose mats. Gurudwara Sahib and a common room for students is under future plan.

The college has an registered Alumni Association, registered under the Societies Registration Act XXI of 1860 under registration no 5979. It is functioning under the charge of a Dean. The College has a number of illustrious alumni who have made a significant contribution in various fields and act as role models and leave an indelible mark on the young scholars whenever they visit the institution. The Alumni Association maintains cordial relationship between the College and Alumni. It gives due importance to alumni's feedback on various academic, infrastructural and co-curricular activities. Some of the distinguished alumni are the members of IQAC and they significantly contribute in the quality growth of the college.

The college has set up a "Centre for the Coaching of Competitive Exams" for the students. This center has its own library enriched with good books and journals related to

various competitive exams. Every year a number of students appear for competitive exams and many achieves good scores.

Recommendation: IQAC to be strengthened

Steps taken: IQAC is constantly involved in sustaining and enhancing the quality not only of curricular and co-curricular activities in the campus but also maintains a record of the progress of the faculty and the students. The suggestions and recommendations put forward in the meetings of the Cell are conveyed, through the Principal, to the Managing Committee for approval and implementation.

B. INITIATIVES TAKEN FOR QUALITY ENHANCEMENT:

As per the suggestions of the Peer team, the college has taken numerous steps to improve the teaching learning process. College had only 36 faculty members on pay roll in 2009, but at present college has 81 faculty members with 16 Ph. D, 27 M. Phil, 19 PG+NET, and 10 are pursuing Ph. D. There is an increase of 55 % in the number of faculty members from the accreditation of Cycle-I.

The college is committed to provide the students every possible help and support they need in their pursuit to become worthy citizens of the society. As stated earlier, the college was set up with a mission of imparting holistic education to the women folk. It has formally set up an office of Dean Student's Welfare which guides and assists students requiring financial support in the form of fee concession and scholarships from the college and government funding agencies.

During Last Four Years, Institute has provided Rs.1,23,12,868 as financial assistance to the students and Rs. 4,59,08,901 from State/ Central Government & Other Agencies. In the financial year (2015-16) 85.6 % of SC students were provided free education under the *Ashirwad Scheme* of the government of Punjab. All the students are covered under the Students Safety Insurance Policy (No.200181) of United India Insurance Company Limited. In case of any mishap, during the college hours, they will get the compensation as per rules.

To promote moral and ethical values among the students, college has designated a faculty member as Dean, Religious Affairs and has established a cell *Gurmat Sabha* who conducts various religion related programmes. Every year it carries out many activities to root students and staff to their traditions and values. It also facilitates conduct of 2 years correspondence course '*Naitik sikhya'* (Moral Education) and 03 other religion based examinations by *Dharm Parchar Committee* of SGPC, based on which scholarships are awarded to the eligible students.

The College has two NCC units of 52 cadets each aimed to create human resource of organized, trained and motivated youth, to provide leadership in all walks of life and always be available for the service of the nation. Two units of N.S.S. comprising of 110 volunteers have been functional in the college.

For comfortable stay of guests, resource persons and other dignitaries from different spheres, there are 6 guest rooms situated in stadium building. Mata Tripta faculty house is situated in the college for outstation teaching staff. The college also has made provision of accommodation for two drivers and a gatekeeper within the campus.

The institution encourages the staff to utilize their expertise for consultancy services by granting duty leaves and making the needed adjustments in their teaching schedules. Also, they are allowed to utilize the facilities available in the college as per the demands of the purpose.

G. Annexures

Master Plan of the College

Annexure-II

2F, 12B Certificate of the College

UGC-04
1722

20|02|09

h. 23236351, 23232701, 23237721, 23234116
23235733, 23232317, 23236735, 23239437
UGC Website: www.ugc.ac.in

विश्वविद्यालय अनुदान आयोग
बहादुरशाह जफर मार्ग
नई दिल्ली-110 002
UNIVERSITY GRANTS COMMISSION
BAHADURSHAH ZAFAR MARG
NEW DELHI-110 002

F. 1-1/2004 (CPP-I)
February, 2009

The Principal,
Guru Nanak College of Girls,
Muktsar,
Punjab-152 026.

Sub:- **Recognition of Guru Nanak College of Girls, Muktsar, Punjab-152 026, under Section 2 (f) & 12 (B) of the UGC Act, 1956.**

Sir,

With reference to your letter No. UGC-4/613 dated 19.01.09 on the above subject, I am directed to say that the name of **Guru Nanak College of Girls, Muktsar, Punjab-152 026,** is included in the list of Colleges maintained under Section 2 (f) & 12 (B) of the UGC Act, 1956 under the head Non-Government Colleges teaching upto Bachelor's Degree. The College is also eligible to receive Central assistance under Section 12 (B) of the UGC Act.

Yours faithfully,

(Mrs. Sunita Gulati)
Section Officer

Subtd for record

Certificate of Accreditation (Cycle-I)

राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद
विश्वविद्यालय अनुदान आयोग का स्वयत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission

Certificate of Accreditation

The Executive Committee of the
National Assessment and Accreditation Council
on the recommendation of the duly appointed
Peer Team is pleased to declare the
Guru Nanak College for Girls
Muktsar, Punjab, affiliated to Panjab University, Chandigarh, as
Accredited
with CGPA of 2.60 on four point scale
at B grade
valid up to December 30, 2014

Date : December 31, 2009

Director

EC/51/A.4.A/76

Declaration by the Head of the Institution

I certify that the data included in this Self-study Report (SSR) are true to the best of my knowledge.

This SSR is prepared by the institution after internal discussion, and no part thereof has been outsourced.

I am aware that the Peer team will validate the information provided in this SSR during the peer team visit.

Signature of the head of the institution

With seal

Place: Muktsar

Date: 27/03/2017

Officiating Principal
Guru Nanak College for Girls
Sri Muktsar Sahib