



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		POST GRADUATE GOVERNMENT COLLEGE FOR GIRLS SECTOR FORTY TWO CHANDIGARH
Name of the head of the Institution		Prof. (Dr.) Binu Dogra
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		01722676005
Mobile no.		9872887656
Registered Email		gcg42chd@yahoo.com
Alternate Email		dalipchd@yahoo.co.in
Address		SECTOR 42, CHANDIGARH, 160036
City/Town		CHANDIGARH
State/UT		Chandigarh
Pincode		160036

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Women
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. DALIP KUMAR
Phone no/Alternate Phone no.	01722676005
Mobile no.	9888697902
Registered Email	gcg42chd@yahoo.com
Alternate Email	naacgcg42@yahoo.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	https://www.gcg42.ac.in/medias/media/other/70/pgcg42-aqar-2017-2018.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.gcg42.ac.in/academic-calendar

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
3	A	3.21	2015	15-Nov-2015	14-Nov-2020

6. Date of Establishment of IQAC	03-May-2005
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Two Extension Lecture on	09-Apr-2019	58

Hindi Literature	1	
Capacity building workshop on Menstrual Hygiene Among Adolescent Youth	08-Feb-2019 1	107
Capacity building workshop on Startup India	23-Jan-2019 1	550
Capacity building workshop on Baking and Creativity	28-Nov-2018 1	40
Capacity building workshop on Leadership and Quality Management	21-Nov-2018 1	50
Capacity building workshop cum Hands on Training on Hacking and A Motivational Talk	31-Oct-2018 1	140
Capacity building workshop on Gender, Reproductive Health and Well being	24-Sep-2018 2	200
Two days hands on training on Heritage and its relevance- An Assessment and Accreditation Initiative	11-Sep-2018 2	120
Capacity building Workshop on The Art of Communication: All about writing and Reading	16-Aug-2018 3	122
Two day workshop on Water Colour Techniques	07-Aug-2018 2	80
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Post Graduate Government College for Girls	RUSA(Infrastructural)	MHRD	2018 365	5000000
Post Graduate Government College for Girls	RUSA(Preparatory)	MHRD	2018 730	200000
Post Graduate Government College for Girls/ Commerce	IMPRESS	ICSSR	2019 730	1080000

and Sociology/ Prof. Punam Agarwal and Prof. Jyoti Seth				
Post Graduate Government College for Girls/ Commerce and Sociology/ Prof. Punam Agarwal and Prof. Jyoti Seth	Minor Project	Department of Alumni Relations, Panjab University, Chandigarh	2018 365	120000
Post Graduate Government College for Girls	COP	UGC	2018 365	305040
Post Graduate Government College for Girls / Sunaina Jaiswal	INSPIRE	DST	2018 365	320880
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	2
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
12. Significant contributions made by IQAC during the current year(maximum five bullets)	
Organising Capacity Building workshops and programmes for faculty and non-teaching staff for encouraging them to participate in research and other activities for the quality improvement of teaching learning process and work ethics in the institution.	
MoU with Sanjh Jagori to inform, inspire and emancipate women (through multiple activities on Gender, Reproductive Health and Wellbeing etc.).	

Awareness about Student Satisfaction Survey and data collection through google form.

Implementing the concept of GIVE PAPER BACK - for reusing unused sheets from partially used notebooks and answer books through Library.

Capacity Building Workshops and Expert talks on Skill Development, Startup India, Literature, Creativity etc. to empower students.

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

Plan of Action	Achievements/Outcomes
<p>SESSION 2019 2020 Infrastructure The college IQAC has worked out an action plan for up gradation of existing learning resource for imparting quality teaching and enhancement. 1. 1.Completion of Installation of lift in the IT Block to make friendly for differentlyabled person 2. Renovation of Class IV employee Houses under 4202. 3. Rewiring of electrical installations and replacement of tube fitting with LED fixtures in IT Block under 4202. 4. To install generator set for College Auditorium under 4202. 5. Replacement of old and defective ceiling fans in administrative and science block under 4202 6. Renovation of washrooms for students in science block under 4202. 7. Proposal for Redesigning and extension in services of College website https://www.gcg42.ac.in 8. Installation of LIBSYS RFID facility in the library 9. Provision for furnishing and fitting of the Mini Conference Room renovated under RUSA20192020</p>	<p>SESSION 2018 2019 Infrastructure As per plan laid down by the IQAC following were the achievements during the year 20182019 1. Enhancement in Research Facilities in the science labs. 2. One Computer laboratory set up under UGC, RUSA and FIST. 3. An existing Lecture Theatre converted into Mini Seminar Room. 4. Hostel kitchen Upgraded into modernised modular kitchen. 5. Renovation of hostel washrooms. 6. Renovation of hostel mess. 7. 80 of the civil work of installation of lift in the IT Block is complete. 8. Washrooms in the academic/ administrative block renovated. 9. Provision of more washrooms have been made for persons with disability 10. Installation of additional water coolers with RO facility in Hostel and Academic Block.</p>
<p>SESSION 2019 2020 Academic Programmes 1. Proposal to design and prepare joint prospectus of city colleges for session 2019-2020. 2. Proposal for Participation in Star College Scheme of DBT. 3. To encourage faculty to participate in IMPRESS scheme of MHRD for research. 4. To start two new PG courses i.e. MA Punjabi and MA History 5. To facilitate participation of the college in NIRF Ranking 6. To prepare AQAR on revised guidelines. 7. To constitute a committee for Student</p>	<p>SESSION 2018 2019 Academic Programmes 1. Honours programmes in Physics, Zoology, Chemistry, Dance and Music (Instrument) started. 2. Job Fest (February 2019) held for UG and PG students with participation of more than 20 companies. 3. Multiple workshops and seminars were held for the benefit of students, teaching and non teaching faculty. 4. Participation of the College in e-Sanatak Scheme of Chandigarh Administration and distribution of 40 Laptops to students</p>

Satisfaction Survey as per Revised Accreditation framework and propose a name of the coordinator for the same	of Priority Household
SESSION 2019 2020 Eco-Friendly Campus 1. To facilitate participation of the college in Swachhta Ranking 2. To establish Fruit garden to b maintained by the students of department of Computer Applications (BCA).	SESSION 2018 2019 Eco-Friendly Campus More efforts will be worked out for making college eco-friendly in terms of: 1. Implementation and usage of e-campus Solution for admissions. 2. Regular testing of drinking water. 3. Online Purchases through GeM 4. All payments through PFMS 5. Online college and hostel fee submission through credit/debit cards and net banking 6. Online submission of practical files, projects and assignments in CDs and email 7. Geo-Tagging of major college activities held under RUSA.
SESSION 2019 2020 Enabling Environment for Holistic Development 1. Proposal to hold Inter College Youth and Heritage Festival, 2019. 2. Community Outreach Programmes as per vision of MHRD 3. To ensure regular testing of drinking water 4. Women Empowerment Activities through awareness programmes, Youth Adalat and Counselling 5. Celebration of days of National Importance 6. Participate in Ek Bharat Shresth Bharat Scheme 7. Participate in Aan Poshan Scheme 8. Placement Initiatives	SESSION 2018 2019 Enabling Environment for Holistic Development 1. Community Outreach Programmes as per vision of MHRD 2. Women Empowerment Activities through awareness programmes, youth adalat and Counselling 3. Preparing students for UGC NET, Banking and other competitive exams for UG/PG Students. 4. Establishment of Fruit garden with 25 trees and is being looked after by the students of department of Computer Applications (BCA). 5. Organised Mega Job Fest with 25 participating companies.
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14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1" style="width: 100%;"> <thead> <tr> <th style="width: 50%;">Name of Statutory Body</th> <th style="width: 50%;">Meeting Date</th> </tr> </thead> <tbody> <tr> <td>COLLEGE INTERNAL QUALITY ASSURANCE CELL (IQAC)</td> <td>11-Mar-2020</td> </tr> </tbody> </table>	Name of Statutory Body	Meeting Date	COLLEGE INTERNAL QUALITY ASSURANCE CELL (IQAC)	11-Mar-2020	
Name of Statutory Body	Meeting Date				
COLLEGE INTERNAL QUALITY ASSURANCE CELL (IQAC)	11-Mar-2020				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes				
Date of Visit	16-Oct-2015				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2020				

Date of Submission	07-Mar-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>1. College IQAC designed Self Appraisal Google Form for collection of details from faculty. 2. eCampus Solution admissions, attendance, examinations and assessment. Students pay their college and hostel fees in electronic mode (debit/credit/online) through this software. 3. Use of PFMS for all payments and receipts including salary. 4. Use of GeM for purchase of all goods and services. 5. Use of LIBSYS Java EJB based web centric LSEase (Library Management Software) 6. Use of Sevaarth, a centralised web based system for Personal Information and Payroll 7. Use of CFAS for budget estimation, authorisation and monitoring system.</p>

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

• The college is affiliated to Panjab University, Chandigarh. All the courses taught are either approved by the Panjab University or by UGC. • Academic Calendar of Panjab University is followed to cover the syllabus during the specified period. • Orientation for the new student is held at the beginning of the session to familiarise the students about the working of the college and the University. • Information about Career Oriented Programmes and other placement related activities is disseminated to the students during orientation programme • Student Notice Board is regularly updated for any information related to curriculum, opportunities and other activities. • Weekly Planners are prepared and uploaded on College website to facilitate students. • College Timetable is prepared semester wise and uploaded on college website. • Mid Semester Examinations and Final Semester examinations are held as per University guidelines. • E-campus solution is used for attendance, examination marks and assessment. • Expert talks/ Workshops on latest in the field are held regularly. • Internships, OJTs and Field Surveys are held as per curriculum requirements. • e-Modules available on College website

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Certificate course in Music		24/07/2018	365	self employment	yes

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	Honours in Dance	24/07/2018
BA	Honours in Music(Instrumental)	24/07/2018
BSc	Honours in Physics	24/07/2018
BSc	Honours in Chemistry	24/07/2018
BSc	Honours in Zoology	24/07/2018
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

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

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

	Certificate	Diploma Course
Number of Students	189	79

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Environment Studies	09/07/2018	1291
Road Safety	09/07/2018	1291
Violence Against Women or Children	09/07/2018	1291
Drug Abuse	09/07/2018	1291
Police Administration (Elective Subject) in BA	09/07/2018	42
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Functional English	14
BA	Functional Hindi	4
MA	Sociology	23
MCom	M.Com	29
MSc	Information Technology	5
MSc	Microbial Biotechnology	15
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained

Students: For collecting feedback from students, the college adopts two methods viz. Google form and Suggestion/Complaint/Happiness box 1) Google Form: The Google form based on the Student Satisfaction Survey format of NAAC has been designed and forwarded to the students through their whatsapp groups. 2) College has a Suggestion/Complaint/Happiness box for the students installed in the porch, (main entrance) of the college. Students use both the options to voice their views, suggestions, complains etc. regarding various issues. The suggestion box is opened every alternate month by the committee members. Trivial issues are handled at the level of committee members while the major issues are brought to the notice of the Principal and relevant action is taken at her level. Letters received in the suggestion box are filed for future references. Students on various platforms are also sensitized about the use of the suggestion box, hence it serves as a continuous mode for students to bring matters of concern to the authorities. This box is also used by the students to share their suggestions for improving the working of the college. They also share their happiness through this box. The information collected through Google form is analysed by the committee for the purpose. Teachers: Google form for the teachers is created for the collection of their feedback on syllabus, infrastructure and learning environment in the college. The information collected through Google form is analysed by the core steering committee of the College. Alumni: The feedback of the Alumni is collected during Annual Convocation and Alumni Meet. The mode of collection is manual. The information collected through Google form is analysed by the Alumni committee of the College. Parents: The parents of the slow learners and of the students who are running short of lectures or any other concern are invited for interface. During that meeting the parents and the teachers discuss the issues and resolve it amicably.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MSc		90	624	69
MA		130	416	99
BCom		140	0	149
BA		720	1445	760
BCA		80	0	68
BPEd		50	95	47
BSc		430	0	314
MCom		40	0	30

PG Diploma		150	144	51
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	3505	427	49	0	75

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
124	124	10	16	22	9

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

There is a provision of tutorial system in the college whereby each teacher is assigned a maximum of 40 students for mentorship. Regular tutorials are held to facilitate the following:

- Dissemination of information relating to curriculum, attendance examinations
- Sharing of student problems
- Building teacher student rapport
- Awareness regarding health, hygiene and fitness.
- Awareness regarding women empowerment and gender sensitisation
- Importance of ethics and values.
- Encouragement for participation in talent search and other cultural activities.
- Awareness about Waste Segregation and cleanliness
- Promoting the use of sanitary napkin vending machine and incinerators in wash rooms
- Sharing of Code of Conduct for the students
- Sharing of any other issue of importance

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3932	124	1 : 31

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
110	124	0	2	63

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr. Dalip Kumar, State Level	Associate Professor	Commendation State Award by Chandigarh Administration

2019	Dr. Sushma Gupta, State Level	Associate Professor	Environment Society Award 2019 to Shristi Environment Society of the College for standing First
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MCom	7	4	29/05/2019	01/08/2019
MSc	6	4	31/05/2019	19/08/2019
BCom	3	6	25/05/2019	17/06/2019
BA	1	6	31/05/2019	30/06/2019
BCA	2	6	11/05/2019	03/06/2019
BSc	4	6	01/06/2019	24/06/2019
MA	5	4	31/05/2019	27/08/2019
PG Diploma	8	2	31/05/2019	10/10/2019
BPEd	9	4	31/05/2019	01/08/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

1. As the mandatory part of University Examination System, CIE is usually carried out in form of mid semester examination, percentage of attendance and punctuality and discipline in class. 2. College examination branch holds the CIE in consultation with college advisory committee and heads of the department. 3. After consolidation of feedback, the mid semester examination schedule is finalized and uploaded on the college website for transparency and for awareness and knowledge of concerned stakeholders.

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

College opens on 09.07.2018 NORMAL ADMISSIONS FOR ONGOING NEW CLASSES (Except for those classes in which Admission is through PU-CET (U.GP.G)) 09.07.2018 24.07.2018 LATE ADMISSION FOR (ONGOING NEW CLASSES) WITH PRINCIPAL PERMISSION WITH LATE FEE OF RS 560/- PER STUDENT 25.07.2018 to 13.08.2018 LATE ADMISSION WITH VICE-CHANCELLOR PERMISSION WITH LATE FEE OF RS 2040/- PER STUDENT 014.08.2018 to 31.08.2018 ACADEMIC TERM- I(a) 1ST, 3RD 5TH Semester 24.07.2018 to 03.12.2018 TEACHING STARTS FOR ONGOING CLASSES 24.07.2018 TEACHING STARTS FOR NEW CLASSES (Those Admitted Through PU-CET (PG)) ——— STUDENTS ORIENTATION (For first Year Students) 24.07.2018 WELCOME BY SENIORS Ist week of August 2018 TREE PLANTATION DRIVE Ist Week of August 2018 FIELD TRIP FOR SCIENCE STUDENTS Ist week of August 2018 BLOOD DONATION CAMP IInd Week of August 2018 INTERNATIONAL YOUTH DAY 12.08.2018 INDEPENDENCE DAY 15.08.2018 TALENT SEARCH COMPETITION IIIrd Week of August 2018 URJA DIWAS CELEBRATION 20.08.2018 QUIZ COMPETITION FOR IT STUDENTS September 2018 EXTENSION TALKS ON SOCIAL REFORMS Sept. 2018 EXTENSION TALKS ON HEALTH AWARENESS Sept. 2018 TEACHERS DAY

5.09.2018 HOUSE EXAMINATION -I Sept. 2018 HINDI DIWAS 14.09.2018 WILD LIFE WEEK Ist week of Oct. 2018 CULTURAL FUNCTIONS IIIrd week of Oct. 2018 N.S.S. CAMP ——— AUTUMN BREAK ——— ACADEMIC TERM - I (B) ——— HOME SCIENCE FEST Nov. 2018 QUIZ COMPETITION (ARTS) Ist Week of Nov. 2018 CAREER AWARENESS WEEK Ist Week of Nov.2018 LEGAL AWARENESS LECTURE(Law Officer, state Legal service, UT, Chd) Nov. 2018 WORLD AIDS DAY 01.12.2018 HOUSE EXAMINATION -II ——— END SEMESTER EXAMINATIONS 04.12.2018 to 24.12.2018 WINTER BREAK (SEMESTER VACATION) 25.12.2018 to 13.01.2019 COLLEGE REOPENS AFTER SEMESTER EXAMINATION 14.01.2019 ACADEMIC TERM-II 2ND,4TH 6TH SEMESTER 14.01.2019 to 03.05.2019 GENE TECH FEST Jan.2019 BLOOD DONATION CAMP Jan.2019 LOHRI CELEBRATIONS ——— DEPARTMENTAL FEST IIIrd week of Jan. 2019 NSS CAMP / RALLIES IIIrd Week of Jan.2019 REPUBLIC DAY 26.01.2019 SUBJECT SOCIETIES ACTIVITIES Feb.2019 ANNUAL SPORTS DAY Ist Week of Feb 2019 PLACEMENT WEEK Feb.2019 SPECIAL TESTS Feb. 2019 IT FEST Feb.2019 STATE LEVEL SCIENCE QUIZ Feb.2019 FIELD TRIPS Feb. 2019 ANNUAL PRIZE DISTRIBUTION FUNCTION 1st Week of March 2019 FUNCTION BY JUNIORS Ist week of March.2019 INTERNATIONAL WOMEN DAY 8.03.2019 ANNUAL CONVOCATION Ist Week of April 2019 ANNUAL ALUMNI FUNCTION April 2019 HOSTEL FUNCTION Ist Week of April 2019 PRACTICALS EXAMS — PREPARATORY HOLIDAYS — END SEMESTER EXAMS 04.05.19 to 30.05.2019 SUMMER VACATION 31.05.19 to 07.07.2019

2.6 – Student Performance and Learning Outcomes

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

<https://www.gcg42.ac.in/syllabus-stzone>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
9	BPed		19	19	100
8	PG Diploma		51	46	90.2
4	BSc		324	320	98.77
3	BCom		145	145	100
2	BCA		64	64	100
1	BA		584	576	98.6
5	MA		78	75	96.15
6	MSc		70	70	100
7	MCom		31	31	100

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2.7 – Student Satisfaction Survey

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

<https://www.gcg42.ac.in/medias/media/other/865/2-7-1-student-satisfaction-survey.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Interdisciplinary Projects	730	ICSSR	1080000	432000
Minor Projects	365	Department of Alumni Relations, Panjab University, Chandigarh	120000	72000
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Two days workshop on Water Colour techniques	Fine Arts	07/08/2018
Capacity building Workshop on The Art of Communication: All about writing and Reading	Functional English	16/08/2018
Capacity building workshop cum Hands on Training on Hacking and A Motivational Talk	Computer Applications	31/10/2018
Capacity building workshop on Baking and Creativity	Home Science	28/11/2018
Capacity building workshop on Startup India : An Initiative of Govt. of India	Commerce	23/01/2019

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

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

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

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

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

Name of the Department	Number of PhD's Awarded
Political Science	1
Sociology	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Physical Education	1
Public Administration	2
Psychology	2
Home Science	2
View File	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
View File						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
View File						

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

Number of Faculty	International	National	State	Local
No Data Entered/Not Applicable !!!				
View File				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
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DONATION OF WOOLEN CLOTHES	NSS and PRABH AASRA TRUST	3	50
TARAKSHEER MELA	NSS and TARAKSHEER SOCIETY	5	200
ANTI-CRACKER AWARENESS FUNCTION	NSS and SUPPORT A CHILD	5	300
LECTURE ON MENSTRUAL HYGIENE	NSS and DEPT. OF SOCIAL WORK, PU CHANDIGARH	4	200
LECTURE ON THALASSEMIA	NSS and NGO DATRI	4	200
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Environment Society	Environment Society Award 2019 to Shristi Environment Society of the College for standing First	Department of Environment Chandigarh Administration	203
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!				
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Collaborative Ph.D	Prof. Jyoti Seth	nil	90
View File			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
View File					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
View File			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
6750000	6749013
6300000	6300000
900000	884455
15565505	15565505

4.1.2 – Details of augmentation in infrastructure facilities during the year

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

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
LIBSYS Java EJB based web centric LSEase software	Fully	7	2007

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	40741	4576458	482	272368	41223	4848826
Journals	84	95126	2	4400	86	99526

[View File](#)

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

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

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	275	184	1	17	3	12	26	10	33
Added	10	10	0	0	0	0	0	0	0
Total	285	194	1	17	3	12	26	10	33

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

10 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
MR. T.C, Garg, Associate Professor, Dept. of Commerce	https://www.youtube.com/channel/UCOPHHy4BklETtOsFOZrAy0w
Dr. Nemi Chand Goliya, Dept. of Political Science as Content Writer, ePathshala	https://epgp.inflibnet.ac.in/Home/ViewSubject?catid=29

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
6472239	6472239	22108504	22108504

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

The college ensures optimal allocation of financial resources for creating learning resources and efficient utilization of such resources. Regular meetings of the in charges of these resources are held. Following specific steps are taken to supervise and oversee the utilization and maintenance of resources: 1. Laboratory: Record of equipment is maintained by lab staff, who maintains the stock register by physically verifying the items round the year. Annual stock checking is also done by the staff from different departments to ensure transparency. The report is submitted to college annually. The

calibration, repairing and maintenance of sophisticated lab equipment's are done by the technicians of related owner enterprises. 2. Library:- 1. The requirement and list of books is taken from the concerned departments. The finalized list of required books is duly approved and signed by the Principal. Depending upon the budget allocation books are purchased. 2. Suggestion box is installed inside the reading room to take users feedback. Their continuous feedback helps a lot in introducing new ideas regarding library enrichment. 3. To ensure return of books, 'no dues' from the library is mandatory for students before appearing in exam. 4. Other issues such as weeding out of old titles, schedule of issue/ return of books etc. are chalked out / resolved by the library committee. 5. Libsys web based software is used for library management. 6. The staff gets email for issue and receipt of books. 3. Sports: - Regarding the maintenance and purchase of sports equipment, the physical education department of the college is responsible. During the session 2019-20, college participated in inter-collegiate and inter university championships and bring laurels to the college. College also organizes annual athletic meet to encourage students to participate in sports. 4. Computers: - 1. Centralized Server room is established to ensure upkeep and maintenance of computers. 2. A technical assistant is also appointed to maintain and repair computers in time. Updating of software's is done by lab assistants. 3. Nebero Internet software management system is used to monitor browsing by faculty and students. 4. Each Department having appropriate computer for their requirements. 5. Internet and WIFI Enabled campus. 6. 10 mbps lease line is available for internet on all computers. 7. E-waste management system is in place to dispose off electronic waste Classrooms: - 1. The college has 52 classrooms out of which 22 are smart class rooms. A dedicated committee for maintenance and upkeep of infrastructure is established and is responsible for annual stock checking. At the departmental level, HODs submit their requirements to the Principal regarding classroom furniture and other. Additionally 1. Regular water audit, cleaning of water tanks and water coolers water purifiers, proper garbage disposal, pest control, landscaping and maintenance of lawns is done by Institute concern Employees. 2. College campus maintenance is monitored through regular inspection. 3. Upkeep all facilities and cleanliness of environment in hostel is maintained through Hostel welfare committee. 4. Outsourcing is done for the maintenance of wooden, furniture, electrification, and plumbing.

<https://www.gcg42.ac.in/2018-2019>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
No Data Entered/Not Applicable !!!			
View File			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Workshop on Interview Preparation, Resume Writing	18/03/2019	125	Sunial Kumar, Marketing Manager, Amity Global Business School, Amity University (Sector 67, Mohali e-mail: skumar@chd.

			amity.edu)
Training Session on Interview Preparation and Communication Skills	13/02/2019	19	Mr. Ankur Sareen, Head-Learning Development (Etude Abroad, S.C.O. 200, Sector 35/D, Chandigarh e-mail: info@etudeabroad.com)
60 Hour Workshop on Interview Preparation and Communication Skills, Computer Skills	21/01/2019	25	Vijay Anand, Senior HR Program Co-ordinator (CSR), Mind Map Consuting through NASSCOM Foundation (Contact No. 8712120808, e-mail: vijay@mindmap consulting.com)
Training Session on Interview Preparation and Communication Skills	01/11/2018	57	Mr. Ankur Sareen, Head-Learning Development (Etude Abroad, S.C.O. 200, Sector 35/D, Chandigarh e-mail: info@etudeabroad.com)
Workshop on Interview Preparation, Soft Skills and Communication Skill	29/10/2018	80	Vijay Anand, Senior HR Program Co-ordinator (CSR), Mind Map Consuting through NASSCOM Foundation (8712120808, e-mail: vijay@mindmap consulting.com)
Training Session on Interview Preparation and Communication Skills	25/10/2018	57	Mr. Ankur Sareen, Head-Learning Development (Etude Abroad, S.C.O. 200, Sector 35/D, Chandigarh e-mail: info@etudeabroad.com)
Workshop on Communication Skills, Soft Skills Interview	12/09/2018	76	Dr. Davy Jindal, Director, My Career Edu. Ventures, S.C.O. 13-14-15, Sector 34/A, Chandigarh.
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited	Number of benefited	Number of students who	Number of studentsp placed
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		students for competitive examination	students by career counseling activities	have passed in the comp. exam	
2018	Workshop on Govt. Job Preparation by Mr Jatin from Gyanm Academy 30th Jan 2019	55	0	0	0
2018	Workshop on UGC NET Paper I by Mr. Munish Kumar from Gurukul Vidya Institute, Sector 34, Chandigarh (6th 7th 11th 12th 13th 14th 15th & 19th Feb 2019)	67	0	0	0
2018	Oral Quiz Contest by Abhimanyu Academy, 182 students attended this test 23rd Aug 2018	182	0	0	0
2018	Training Session on IAS/PCS Preparation by Chankya Academy 29th Aug 2018	14	0	0	0
2018	Two days Free Workshop on Govt. Jobs Preparation with the collaboration of Gyanm Academy, Sector 34 Chandigarh 27th & 28th Aug, 2018	135	0	0	0

2018	Workshop on Govt Jobs Preparation for Maths by Mr. Jatin from Gyanm Academy 18th to 20th Sep 2018	125	0	0	0
2018	Workshop on Govt Jobs Preparation for Reasoning by Mr. Vipul from Gyanm Academy 25th Sep, 2018	56	0	0	0
2018	Workshop on Govt Jobs Preparation for GK by Mr. Shubham Sharma from Chanakya IAS Academy 26th & 27th Sep 2018	58	0	0	0
2018	Workshop on Govt Jobs Preparation for Maths by Mr. Vishal Gupta & Mr. Ajay Kapoor 28th & 29th Sep, 2018	30	0	0	0

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
12	12	16

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
CSPL	59	19			

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	701	BA/B.COM/B.S C/BCA	ARTS/SCIENCE /COMMERCE/CO MPUTER APPLICATIONS	PU/DU/NITS/G NDU/PTU/CU/L PU	MASTERS AND P.hD

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

Items	Number of students selected/ qualifying
NET	17
SET	2
GATE	3
Any Other	2

[View File](#)

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

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						

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

The students are the main stakeholders in the HEIs and therefore they should participate significantly and meaningfully in enhancing the quality of education in higher educational institutions. And, having elected student's council is probably the most fair and equitable way to do that. An elected council helps in giving an opportunity to its students to practice and understand democratic functioning and be a part of its decision making process. The college student council is a democratic body consisting of student office bearers and class representatives who are elected by the students through a democratic and transparent process by an independent Election Committee of the college. The CSC gives a platform to the students to participate in decision making processes - curricular and co-curricular of the college. It provides a common stage where exchange of ideas, students concerns and mediation takes place between college and students. The four main office bearers of the College Student Council are President, Vice President, Secretary, and Joint Secretary. Class representatives are also elected by

direct voting. Sometimes the office bearers/ Class representatives are elected unanimously also. The elections to CSC are held annually as per the guidelines of Lyngdoh Committee and as scheduled by Panjab University. These are generally held in the first week of September. After the elections, the elected council members are administered an oath during the investiture ceremony to abide by the work ethics as applicable to them. They promise to maintain discipline in the college campus and work for the general welfare of students and the college to the best of their knowledge and ability. The CSC actively participates in different academic and cultural activities of the college. One of the office bearer is usually a part of important administrative bodies of the college like College Advisory Committee, IQAC, Gender Equity and Women cell, Anti-sexual harassment committee, Hostel welfare committee, College Magazine, Anti ragging committee, Suggestion Box , Alumni committee besides fresher's/farewell committees. The student's participation in college administration helps to boost their confidence, improves their communication skills, organize themselves better, be more realistic in approach and above all shape their personality. In fact the CSC of our college is very active and work in complete coordination with the staff .

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The College Alumni Association was registered with the name "The Ambassadors Alumni Association" under the number 4537 of 2015 on 20th October 2015 under the Registration of Societies Act 1957. It had been functional for more than a decade before it was registered officially. The module that was followed since its conception was more decentralized as there was no concrete format to the efforts that were being made. The Alumni meetings were held at departmental level and the alumni of the individual departments were invited annually share their experiences with the students and teaching staff of their respective departments. Finding this structure unable to coordinate, under the patronage of our Chief patron, Madam Principal Prof. Binu Dogra and the then Coordinator Dr. Rewa Rishi, it was decided that the alumni meetings should be centralized for Graduate and Post-Graduate alumni. Since the year 2017, there are two major events organized by the Association. One, we have an Annual Registration Drive which is organized on the day of the Convocation. During the event, the students present are apprised about the objectives and the functioning of the Association and they are encouraged to become members of the Association. The membership is awarded at a minimal fee, which adds into the existing Alumni fund. The Alumni fund is deposited in a Current Bank Account in Punjab and Sind Bank, Sector-42, Chandigarh. They are also asked to fill a form wherein they provide useful feedback about the Institution. Besides their present status, their perceptions about the college in terms of academic standards, infrastructure, availability of extra-curricular activities, accessibility to teachers and the administrative staff etc. are also taken. This feedback is submitted to the Internal Quality Assurance Cell (IQAC) of the college. The Alumni is represented by Dr. Nidhi Rana in the IQAC cell. The other important event held during the year is Annual Alumni Meet. The notice for the meeting is published in widely read English, Hindi and Punjabi newspapers. The alumni are edified and informed about the work done by the Association during the year, followed by cultural performances. On this day, the Association also takes the opportunity to felicitate the illustrious alumni from the fields of social service, academics, performing arts and sports. The evening ends with a formal thanksgiving and high tea. The Association also maintains a Facebook page by the name of "The Ambassadors Alumni Association", which is an open group for all the alumni. Since all the alumni are tech-savvy, it has proved to be an effective way to connect the alumni settled at various places within the

country and abroad. It helps to initiate debates and discussions on numerous issues related to society, environment, politics, academics, economics, careers etc. and this open platform ensures a whole-hearted participation by many alumni. A "Canada Chapter" has been initiated by the endeavours of our Alumna Ms. Sanya Kalia and our former staff member , Dr. Veerpal Kaur, both settled in Canada. They worked to formally bring together our alumni in Canada.

5.4.2 – No. of enrolled Alumni:

1250

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

3580

5.4.4 – Meetings/activities organized by Alumni Association :

02 AARD -04.05.2018 CAAM-10.11.2018 AARD -05.04.2019 AARD - Annual Alumni Registration Drive CAAM- Central Alumni Association Meeting

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

1. Joint Prospectus: The entire admission process is centralised at the end of Director Higher Education through e-campus solution for all the Govt. and aided colleges of Chandigarh. Even, the prospectus so prepared is joint and there is common opening and closure date for all admissions to all courses. 2. Annual Duty List: The college administration too is participatory and highly decentralised. The entire governance process is managed through a detailed annual duty list. There is an advisory committee at the helm of affairs , which has senior faculty as members. There is student representation also in many committees. These committees are responsible for the management and decision making relating to the college. There are approx. 43 working committees looking after the entire working of the college. There are committees for admissions, cultural events , academics and courses , new Courses, discipline, students welfare, library, procurement, write off, e-documentation, examination, sexual harassment, foreign students, Student's elections, lecture shortage , and hostel welfare , IQAC etc. Each committee is headed by a senior faculty member and then there are 4-5 other members from the remaining staff and student's council. The issue are discussed, deliberated and then decided in these meeting. All strategic issues or policy changes are decided in the advisory committee, of course in the presence of the Principal of the college. In addition regular meetings of the Head of the departments are held to disseminate and discuss issues involving entire college. Regular staff meetings are held to apprise them about various concerns relating to students, courses, safety, teaching learning environment etc. The staff is free to raise any query during that meeting and discuss the matter. Apart from teaching - staff meetings, regular meetings with non-teaching staff are also organised to brainstorm administrative affairs. Farewell parties of the retiring teaching and non-teaching staff are also organized. At the beginning of the session, an orientation session is organized for the fresher students to familiarize them with the working of the college. Additionally, each committee discusses issues within their own committee also. Each department also holds regular meetings to decide issues concerning their department. Strategic issues are all decided in the presence of principal of the college.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Industry Interaction / Collaboration	<p>1. Experts from industry and institutes of eminence are invited to interact with students and make them aware about latest in the field and job market requirements. 2. Industrial visits help students understand the actual working environment of the industry. 3. On the job trainings enable students update themselves with latest in the market. 4. MOU with Auburn University at Montgomery (Alabama) USA for strengthening cross cultural ties and promote education, international understanding and academic excellence, International research and development.</p>
Library, ICT and Physical Infrastructure / Instrumentation	<p>Library: 1. Fully automated with LIBSYS Java EJB based web centric LSEase Software , Fully air-conditioned library with 41000 books , 71 Magazines, 14 Subject Journals and 17 Newspapers in Hindi, English and Punjabi, e-journals with access to INFLIBNET, "JAWS" - A Braille Software. 2. ICT: 1. Fully Wi-Fi Campus. With 10 Mbps Optical Fibre Lease Line 2. PFMS, CFAS for Salaries and payment to Vendors. 3. Purchases through GeM 4. Provision for online fee submission through Credit/ Debit Card and Net banking. 5. Online submission of examination forms and Online issuance of Panjab University roll Nos. 3. Infrastructure: 1. Well-designed college edifice with a Hostel, Play grounds, Gymnasium, indoor sports, "Sabras"- State of the art Auditorium is well maintained and constantly 2. A Day Care Centre established under RUSA and is fully functional for the wards of teaching , non teaching staff and married students.</p>
Examination and Evaluation	<p>1. Most of our faculty members act as Observer/ Flying Squad, paper setter, head examiner, sub examiner, superintendent and invigilators in Panjab University Exams. 2. Our faculty members also act as paper setter and examiners of other universities and State Public Service Commission.</p>
Curriculum Development	<p>The college follows the curriculum design and developed by Panjab University, Chandigarh. However, the</p>

college staff participates in Academic and other bodies of Panjab University to frame the curriculum :-

- 01 faculty members are members of Panjab University Senate
- 27 Faculty members representing 50 departments are members of Board of studies at Panjab University.
- 01 of our faculty are members of Academic Council at Panjab University.
- 07 are members of faculties (Arts/ Science /Commerce/Language) at Panjab University.
- 08 of our faculty members are actively involved in framing curriculum and creating learning resources for other government institutes/ universities.

Teaching and Learning

1. 22 Smart class rooms , 16 interactive Boards and 2 interactive panels support effective teaching learning.
2. 64 Ph.Ds, 27 M.Phils provides strength to quality teaching.
3. Extensions activities and Expert Talks from industry and institutes of higher learning compliment our class room teaching.
4. Students of M.Com/ M.Sc. (IT, Botany, Zoology, Microbial Biotechnology) BA (Functional English, Functional Hindi, Geography) Mass Communication , PG Diploma in Guidance and Counseling are sent on On-the-job training to get hands on experience of the industry environment.
5. Faculty actively participates in various conferences to keep themselves abreast with latest in the field.

Research and Development

1. There is a Faculty Research Development Committee and a UGC committee which provides support and monitors the progress of all research projects and schemes.
2. At present there are two projects in progress in college - 01 minor and 01 major.
3. Research Lab in Life Sciences is fully functional and is acting as a facilitator for focused research and academic learning.
4. Regular workshops on revised UGC guidelines on CAS promotion schemes are held to appraise the faculty.
5. Holistic development of faculty through regular capacity building workshop under RUSA.

Human Resource Management

1. Recruitment of the Regular faculty is done through UPSC and on deputation from states of Punjab and Haryana.
2. Administrative Staff is appointed by the Director Higher Education,

	Chandigarh. 3. Full time contractual staff is recruited by Chandigarh Administration to fill the vacancy created by the retirement of regular faculty. 4. Other supporting staff is appointed through service provider.
Admission of Students	1. Common Online Admissions for all Govt. and Private Aided Colleges for B.Com./ B.Sc/ BCA/ BBA/ M.Com (excluding BA and other PG programme. Admission mobile app (android and ios based). 2. The courses like Functional English and Functional Hindi conduct their own test to select their own candidates. 3. M.Sc. Zoology, M.Sc. Microbial Biotechnology and M.Sc. Botany select their candidates through Panjab University conducted PG Common Entrance Test (PGCET) and Merit. 4. For MA English course, written test and merit forms the basis to select the candidates.

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

E-governance area	Details
Examination	1. SPIC- eCampus:- Same as in Student Admission and support. 2. • Candidate, can register themselves ONLINE in the semester examinations • Candidate can fill his/her separate examination form for different category/class. • Candidate can fill/check his/her Name, Contact Number and E-mail Address carefully. Login Id and Password will be sent to the mentioned Contact Number and E-mail Address. • Candidate have the option to edit his/her examination form details till the last date. • Department/College candidates can select Student Type as "Private Candidate" for Reappear/Additional/Deficient/Improvement/Under Regulation category Examination. • Details of Examination Fees and examination schedule for all the courses is available at Panjab University website. • Candidates can check their results at Panjab University website. • Students can download their provisional DMC from the Panjab University website. • Students assessment is also submitted online through ugexam.puchd.ac.in and pgexam.puchd.ac.in
Administration	1. "e-Campus Solution" an initiative of Chandigarh Administration in collaboration with SPIC-Society for Promotion of IT in Chandigarh (SPIC)

has been set up under the aegis of the Department of Information Technology. The software was developed to ensure transparency and ease in admission and other administrative work. The software has been designed as per the requirements of the college which has the following modules: 1. Admissions (Online Admission Form Submission, Merit List Generation, Allotment of seats to the selected candidates) 2. Fee Collection 3. Examination 4. Student Assignment 5. Student Attendance Records 6. Student's Return and Ledger

Finance and Accounts

1. PFMS-The Central Plan Scheme Monitoring System (CPSMS) (now called PFMS) is a Government of India public financial management reforms initiative which monitors fund flow in education sector and also tracks funds disbursement. The funds from UGC, ICSSR, MHRD,GOI, State Government and other Agencies are routed through PFMS. 2. CFAS-Composite Financial Accounting System (CFAS) is an integrated ICT system being implemented for Chandigarh Administration. The system is used by all Drawing and Disbursing Officers (DDO) of Chandigarh Administration. It monitors the complete workflow of the Government Financial System starting from Budget Allocation to Expenditure by DDO. Complete system for online transfer of funds to beneficiaries (employees, contractors, vendors, retired employees, etc.) has been successfully implemented across the Administration which is well integrated with SMS and eMail facility for the convenience of the beneficiaries. 3. GeM- Government e-Marketplace (GeM) is a one stop portal for online procurement of common use Goods Services required by the college . It aims to enhance transparency, efficiency and speed in procurement. It includes the tools of e-bidding, reverse e-auction and demand aggregation to facilitate and get the best value for govt. money.

Student Admission and Support

1. SPIC- eCampus : The software has been designed as per the requirements of the college which has the following modules: 1. Admissions (Online Admission Form Submission, Merit List Generation, Allotment of seats to the

selected candidates) 2. Fee Collection
3. Examination 4. Student Assignment 5.
Student Attendance Records 6. Student's
Return and Ledger

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
View File				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Capacity building workshop on "Leader ship and Quality Management - As Assessment and Accred itation In itiative"		21/11/2018	21/11/2018	50	0
2018	Capacity building workshop on "Baking and Creati vity"		28/11/2018	28/11/2019	40	0
View File						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
UGC SPONSORED ORIENTATION PROGRAMME -29	1	07/06/2018	04/07/2018	28
INDUCTION	1	22/05/2019	21/06/2019	30

TRAINING PROGRAMME				
PEDAGOGICAL INNOVATIONS AND RESEARCH METHODOLOGY	1	01/01/2018	28/02/2019	112
STATE LEVEL TRAINING PROGRAMME ON AUDIT OF ACCESSIBILITY FOR PERSONS WITH DISABILITY	1	20/02/2019	20/02/2019	1
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
1	1	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
As per Central and Punjab Government Rules	As per Central and Punjab Government Rules	1.As per Central and Punjab Government Rules. 2. Scholarships are given to students out of Student Aid Fund on Merit Cum Means Basis. 3. Scholarship is given to SC/ST students also. 4. Voluntary contribution by faculty is also used for fee payment of deserving students.

6.4 – Financial Management and Resource Mobilization

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

<p>1. External audit is conducted by the Auditor General Office regularly for Government head by 31st March 2017. 2 External audit is conducted by the section officer of Local Fund Audit office for PLA. upto March 2018. 3. There is a Bursar in the college who cross checks the expenditure of PLA which serves as internal audit. 4. There is no specific internal auditor appointed in the college. 5. Funds received by NSS/NCC/and societies of the college are audited by a Chartered Accountant</p>

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
View File		

6.4.3 – Total corpus fund generated

63289675

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No		No	
Administrative	No		No	

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

There is no Parent -Teacher Association. However, on Womens day, mothers of our achievers are invited as chief guest on the occasion.

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

1. Work Ethics 2. Cleanliness and Hygiene 3. Leave and Service rules

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

1.ATM facility has been installed in the college campus. 2.Multiple seminars and workshops have been organised for the students and faculty under RUSA. 3. An Auditorium, compound adjacent to Dance department and open stage for cultural activities has been built up within college campus and is used by the college students for rehearsal and performance. 4. Registration of Alumni Association is completed

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**7.1 – Institutional Values and Social Responsibilities**

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
First Orientation Session for Gender Students	01/08/2018	01/08/2018	500	0
Selection of Gender	07/09/2018	07/09/2019	50	0

Champions				
Two day workshop on Gender, Reproductive health and well-being	25/09/2018	26/09/2018	500	0
Movie Pink	16/09/2018	16/09/2018	550	0
Lecture on Gender equality and Women Centric Rights	27/09/2018	27/09/2018	150	0
Indian Afghani experience by Farishta	16/11/2018	16/11/2018	100	0
Issues of consents among the youngs	08/02/2019	08/02/2019	200	0
OBR	08/04/2019	09/04/2019	200	0

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

Percentage of power requirement of the University met by the renewable energy sources
The college has 200 kWp solar power plant installed in the college. The Solar Plant generated 266279 kWh of electricity during the year.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Provision for lift	Yes	2
Ramp/Rails	Yes	4
Braille Software/facilities	Yes	2
Rest Rooms	Yes	5
Any other similar facility	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							
View File							

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

Title	Date of publication	Follow up(max 100 words)
1. Students - Joint Prospectus	04/06/2019	http://dhe.chd.gov.in/DHE/index.aspx

2. Teaching and Non-Teaching Faculty	19/07/2018	https://www.ugc.ac.in/pdf/news/4033931_UGC-Regulation_min_Qualification_Jul2018.pdf THE GAZETTE OF INDIA : EXTRAORDINARY [PART III-SEC. 4] Page No: 96
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7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
1. Orientation Programme for New Students	29/07/2019	29/07/2019	1000
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Vermi Compost Unit 2. Composting of organic waste generated in the college campus (dry leaves, kitchen waste from hostel mess, used tea from college canteen) for garden soil and plants. 3.Solar Power Plant -200 kWp 4.GIVE PAPER BACK-An initiative by college library. 5.e-Payments - An Initiative under Digital India

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. DAY CARE CENTRE 2. Youth Adalat

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://www.gcg42.ac.in/medias/media/other/797/e-book-on-learning-through-sustainable-innovations-best-practices-data-base-2020.pdf

7.3 – Institutional Distinctiveness

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

<p>1. PIT Composting The rapid increase in the biodegradable waste due to ever increase urbanization has put tremendous pressure on the solid waste management agencies. Among the various sources of biodegradable waste- kitchen waste, tea waste and fruit/flower/leave waste forms a major proportion. Kitchen waste is also a source of decay, odour and bachate. Tea waste goes to dustbin which otherwise can be turned into a "treasure" if added to the garden soil. And the flowers /dry leave waste goes into rivers or water bodies and results in water pollution which in turn serves as a breeding ground for various pests, flies and mosquitoes. This biodegradable waste cannot be allowed to harm the environment for long periods of time. To avoid this, our students of M.Sc (Microbial Biotechnology) have taken an initiative as a part of their internship programme through "composting". This method of "pit composting" in eco-friendly as it is devoid of harmful effects of chemical fertilizers. The composted material is a rich source of macro as well as micro nutrients required for the growth of plants / trees. M.Sc Microbial Biotech students of our college collect biodegradable waste including vegetables and fruit waste from college mess and canteen along with fallen leaves and grass clippings from the garden. They further put this waste in the compost pit dug in the college campus. Composting process is initiated after adding soil in alternate layers along with the waste. Thereafter composting process is initiated. The entire composting process is monitored by the students very carefully and regularly.</p>

They ensure turning of the immature compost (pit contents) and maintenance of moist/humid conditions by sprinkling water at regular intervals of time. After the completion of the composting, the quality of mature/ final compost is checked by determining its NPK (nitrogen , phosphorous and potassium content) moisture content and PH of compost is also checked. Our students further assess the effect of applications of this compost on the growth of plants. This small initiative of our students is a big step towards sustainable development.

Provide the weblink of the institution

<https://www.gcg42.ac.in/medias/media/other/798/7-3-institutional-distinctiveness.pdf>

8.Future Plans of Actions for Next Academic Year

Infrastructure The college IQAC has worked out an action plan for up gradation of existing learning resource for imparting quality teaching and enhancement. 1. 1.Completion of Installation of lift in the IT Block to make friendly for differently-abled person 2. Renovation of Class IV employee Houses under 4202. 3. Rewiring of electrical installations and replacement of tube fitting with LED fixtures in IT Block under 4202. 4. To install generator set for College Auditorium under 4202. 5. Replacement of old and defective ceiling fans in administrative and science block under 4202 6. Renovation of washrooms for students in science block under 4202. 7. Proposal for Redesigning and extension in services of College website <https://www.gcg42.ac.in> 8. Installation of LIBSYS RFID facility in the library 9. Provision for furnishing and fitting of the Mini Conference Room renovated under RUSA Academic Programmes 1. Proposal to design and prepare joint prospectus of city colleges for session 2019-2020. 2. Proposal for Participation in Star College Scheme of DBT. 3. To encourage faculty to participate in IMPRESS scheme of MHRD for research. 4. To start two new PG courses i.e. MA Punjabi and MA History 5. To facilitate participation of the college in NIRF Ranking 6. To prepare AQAR on revised guidelines. 7. To constitute a committee for Student Satisfaction Survey as per Revised Accreditation framework and propose a name of the coordinator for the same. Eco-Friendly Campus 1. To facilitate participation of the college in Swachhta Ranking 2. To establish Fruit garden to b maintained by the students of department of Computer Applications (BCA). Enabling Environment for Holistic Development 1. Proposal to hold Inter College Youth and Heritage Festival, 2019. 2. Community Outreach Programmes as per vision of MHRD 3. To ensure regular testing of drinking water 4. Women Empowerment Activities through awareness programmes, Youth Adalat and Counselling 5. Celebration of days of National Importance 6. Participate in Ek Bharat Shresth Bharat Scheme 7. Participate in Aan Poshan Scheme 8. Placement Initiatives