



**Post Graduate Government College for Girls,  
Sector 42, Chandigarh**

Affiliated to Panjab University, Chandigarh



**NAAC Accredited 'A' Grade (CGPA – 3.21)**

**AISHE Code : C-29391**

**Internal Quality Assurance Cell (IQAC)**



Prof. Lakhvir Singh  
IQAC Coordinator

Prof. Nisha Aggarwal  
Principal



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Office



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FAX



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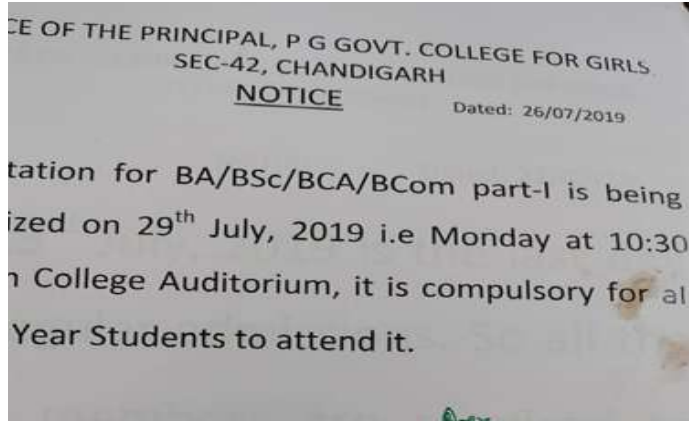
## Postgraduate Govt. College for Girls, Sector-42, Chandigarh

**7.1.10: The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.**

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# Notice for Orientation Programme 2019



## Orientation Programme for the Freshers (2018)



## Press release of Orientation Programme (2018)



## Office notice for Orientation Programme 2017

Notice

OFFICE OF THE PRINCIPAL, PG. GOVT COLLEGE FOR  
GIRLS, SECTOR-42, CHANDIGARH

Date: 02/08/2017

Orientation and Enrollment for Societies will be held on 3<sup>rd</sup> Aug 2017 from 1.10 P.M. to 2.10 P.M. The time table on this day will be as follows:

PERIOD	TIMINGS
1 <sup>st</sup> Period	8.40 A.M. to 9.25 A.M.
2 <sup>nd</sup> Period	9.25 A.M. to 10.10 A.M.
3 <sup>rd</sup> Period	10.10 A.M. to 10.55 A.M.
4 <sup>th</sup> Period	10.55 A.M. to 11.40 A.M.
5 <sup>th</sup> Period	11.40 A.M. to 12.25 P.M.
6 <sup>th</sup> period	12.25 P.M. to 1.10 P.M.
Orientation and Enrollment for Societies	1.10 P.M. to 2.10 P.M.
7 <sup>th</sup> Period	2.10 P.M. to 3.05 P.M.
8 <sup>th</sup> Period	3.05 P.M. to 4.00 P.M.

- Every student must attend the Orientation and Enroll herself to one of the societies of her choice.
- No student will leave the college before 2 P.M. on 3<sup>rd</sup> Aug 2017. Gate will remain closed till 2 P.M.

*Bog*  
Principal  
PG. Govt College for Girls  
Sector-42, Chandigarh  
*Sr. B.*

## Press release of Orientation Programme 2016

✓ जोसरोजो- 42 कॉलेज में पहले दिन 800 छात्रों सबस ऑडिटोरियम में इकट्ठी हुई। प्रिंसिपल मनो बंदो ने छात्रों को संबोधित किया। इसके बाद कॉलेज, टाइम टेबल, एनसोसो से जुड़ी जानकारी दी गई। वहीं गवर्नमेंट कॉलेज 46 में बोकॉम, एमकॉम, बीए प्रथम वर्ष के छात्र-छात्राएं पहुंचे। इस मौके पर कॉलेज की प्रिंसिपल गुरजोत कौर, डीन डॉ. यशपाल कौर, वडस प्रिंसिपल जेके सहगल ने स्टूडेंट्स का स्वागत किया। उन्होंने स्टूडेंट्स को कॉलेज केंस्टॉफ और टाइम टेबल संबंधी जानकारी दी। गवर्नमेंट कॉलेज 11 के बीए, बोकॉम, बीसीए के स्टूडेंट्स के लिए पहला दिन था। कॉलेज के वडस प्रिंसिपल और चीफ वार्डन डीपी यादव ने बताया कि पहले दिन काफी संख्या में स्टूडेंट्स पहुंचे। उन्हें जागरूक किया गया।

## Anti-ragging and grievance redressal committee 2020-21

### ANTI RAGGING AND GRIEVANCE REDRESSAL COMMITTEE

#### To WHOM IT MAY CONCERN

This is to state that the Post Graduate Government college for Girls, Sector -42, Chandigarh, follows a strict 'NO Ragging Policy'. Furthermore, no complaints of ragging or any other grievances were received from the students in the academic year 2020-2021 as the classes were being held online due to the COVID-19 pandemic.

Mr. Jagan Nath (Vice-Principal)

*Jagan Nath*

Dr. Rumeena Surjit Singh (Convener)

*Rumeena Surjit Singh*

Ms. Preeti Sharda (Librarian)

*Preeti Sharda*

Ms. Preeti Sood (Hostel-Warden)

*Preeti Sood*

Dr. Jagjit Kaur (H.O.D. Punjabi)

*Jagjit Kaur*

*Hays*  
*[Signature]*

*Nisha Jassi*  
Principal  
P.G. Govt. College for Girls  
Sector 42, Chandigarh

## Anti-ragging and grievance redressal committee 2016-2020

### ANTI RAGGING AND GRIEVANCE REDRESSAL COMMITTEE

#### To whom it may concern

This is to state that The post Graduate Govt. College For Girls, sector-42, Chandigarh has Anti-Ragging committee which follows UGC regulation on ragging. As our college strictly follows a 'No Ragging policy'. No ragging case or any other grievances were reported in the previous academic years (2016-2020).

  
Dr. Rumeena Surjit Singh

(Convenor)



  
Principal  
P.G. Govt. College for Girls  
Sector 42, Chandigarh

## Meeting of Sexual Harassment of Women at Workplace (2021)

Jasreet Kaur

POST GRADUATE GOVT. COLLEGE FOR GIRLS,  
SECTOR-42, CHANDIGARH

### NOTICE

Dated: 07/07/2021

To discuss the issues relating to Sexual Harassment of women at work place, a meeting of the committee will be held in the Women Cell on 08/07/2021 at 12:00 PM.

Ms Jasreet Kaur (Convener)

*Jasreet Kaur*

Ms. Anu Bassi (Member)

*AB*

Ms. Amandeep Kaur (Member)

*Amandeep Kaur*

Prof. Jyoti Seth (NGO Advisor)

*Nishe Jost*  
Principal  
P.G. Govt. College for Girls  
Sector 42, Chandigarh

*Harpreet*  
*Harpreet*

# Meeting of Sexual Harassment of Women at Workplace (2020)

POST GRADUATE GOVT. COLLEGE FOR GIRLS,  
SECTOR-42, CHANDIGARH

## NOTICE

Dated: 08/12/2020

To review the pendency of cases in r/o Sexual Harassment of women at work place, a meeting of the committee will be held in the Women Cell on 10/12/2020 at 12:30 PM.

Ms Jasreet Kaur (Member) 

Ms. Anu Bassi (Member) 

Prof. Jyoti Seth (NGO Advisor)

  
Principal  
P.G. Govt. College for Girls,  
Sector 42, Chandigarh

  Jasreet Kaur

## Meeting of Internal Complaints Committee (2019)

POSTGRADUATE GOVERNMENT COLLEGE FOR GIRLS

SECTOR 42, CHANDIGARH

### NOTICE

Internal Complaints Committee

Date: 10/08/2019

A meeting of the committee will be held in the Women Cell on 10/08/2019 at 11:30 am.

Ms. Ms. Monica Singh(member)

Ms. Jasreet Kaur (member)

Ms. Santosh Singh (NGO member)

  
Dr. Jyoti Seth  
(convener)



  
Principal  
P.G. Govt. College for Girls  
Sector 42, Chandigarh

POSTGRADUATE GOVERNMENT COLLEGE FOR GIRLS

SECTOR 42, CHANDIGARH

### NOTICE

Internal Complaints Committee

Date: 15/01/2019

A meeting of the committee will be held in the Women Cell on 17/01/2019 at 11:00 am.

Ms. Ms. Monica Singh(member)

Ms. Jasreet Kaur (member)

Ms. Santosh Singh (NGO member)

  
Dr. Jyoti Seth  
(convener)



  
Principal  
P.G. Govt. College for Girls  
Sector 42, Chandigarh

## Meeting of Internal Complaints Committee (2018)

POSTGRADUATE GOVERNMENT COLLEGE FOR GIRLS

SECTOR 42, CHANDIGARH

### NOTICE

Internal Complaints Committee

Date: 20/07/2018

To discuss the new guidelines about the 'Sexual Harassment Act, 2013', a meeting of the committee will be held in the Women Cell on 21/07/2018 at 11:00.

Ms. Monica Singh (member)


Ms. Jasreet Kaur (member)

Ms. Santosh Singh (NGO member)

  
Dr. Jyoti Seth

(convener)



  
Principal  
P.G. Govt. College for Girls  
Sector 42, Chandigarh

# Tutorial Meeting 2020

## OFFICE OF THE PRINCIPAL

PG. GOVT. COLLEGE FOR GIRLS, SECTOR-42, CHANDIGARH

### NOTICE

There will be a Tutorial meeting (Online) on 12<sup>th</sup> September 2020. Every mentor is required to create a link in Google Meet and share the same with respective mentees. All staff members must reach their allocated room with their laptops/phones/tablets in time.

PERIOD	TIMINGS
1 <sup>st</sup> Period	8:40 to 9:25
2 <sup>nd</sup> Period	9:25 to 10:10
3 <sup>rd</sup> Period	10:10 to 10:55
4 <sup>th</sup> Period	10:55 to 11:40
Break For Tutorials	11:40 to 12:20
5 <sup>th</sup> Period	12:20 to 1:05
6 <sup>th</sup> Period	1:05 to 1:50
7 <sup>th</sup> Period	1:50 to 2:35
8 <sup>th</sup> Period	2:35 to 3:20

*Nishe Jyoti*  
(Principal)  
①

## Agenda regarding tutorial meeting 2020

### AGENDA FOR THE TUTORIAL

#### ON ATTENDING ONLINE CLASSES

1. Encourage students to use G-suite IDs created by the college and enroll in respective subject Google classrooms.
2. In case, G-suite ID is not there, students must join the class with their name and college roll number.
3. All study material will be uploaded on Google classroom.
4. Videos relevant to Practical classes will be shared through different media like YouTube links, Blogs, Google classrooms, etc.
5. Assignments will be assigned to students on Google classroom. They must upload the PDFs of their completed work on the same.

#### ON OBSERVING THE NETIQUETTES

1. Students must turn on their cameras.
2. They must join on time.
3. In case, the student exits the class early, no attendance shall be given later.
4. In case of facing some technical snag while attending a class, the student must inform the teacher as soon as possible.
5. Students must keep their mics off.
6. They need to answer only when prompted by the teacher.
7. All digital etiquettes must be strictly adhered to.



## Agenda regarding tutorial meeting 2019

### Agenda for Tutorial

22/10/2019

1. As per UGC guidelines, the college has established CSGRC (Collegiate Student Grievance Redressal Committee) to address the issues of the students.
2. The students can register their grievances online at [gcg42chd@yahoo.com](mailto:gcg42chd@yahoo.com).
3. Important: The students should read the documents carefully regarding the list of grievances & how to register the complaint online at [www.ugc.ac.in](http://www.ugc.ac.in).
4. Any wrong /fake complaint will not be entertained.
5. On a happy note, we have just hosted the Youth & Heritage Festival, Zone B from 24th to 27th Sept 2019. We have won 12-1<sup>st</sup> positions, 16-2<sup>nd</sup> positions and 22-3<sup>rd</sup> positions in different categories. The successful culmination of this fest was due to the cooperation of students & the staff of the college.
6. Cautionary note: There will be no special tests for students securing less than 25% marks in aggregate. The concerned teachers will conduct class tests for the same.
7. Students having less than 75% attendance in UG/PG classes will be detained and will have to appear privately.

PS: Teachers are requested to please discuss the above mentioned points seriously.

## Agenda regarding tutorial meeting 2019

### Agenda for Tutorial

21/8/2019

1. Students should cultivate good habits, etiquettes & manners while in college. (Greeting teachers, talking softly, giving way to everyone, no talking on the phone in corridors/classes)
2. Personal hygiene and cleanliness—Please ensure regular washing of clothes & bathing.
3. While leaving the classroom, students must switch off lights & fans & put furniture in order.
4. No eatables allowed in the classroom or labs.
5. This time we are hosting the Youth Festival Students to be motivated to participate enthusiastically.
6. 75% attendance is compulsory for students.
7. Students to use library in free periods & should explore the INFLBNET.
8. The campus should be plastic & polythene free. Use cloth/paper bags.
9. PM Modi will be making announcement regarding the above on 2<sup>nd</sup> October.
10. All 22 coolers in college are equipped with RO system, are serviced regularly. Water is provided in the campus via tubewell.
11. NSS volunteers in each group to be identified & made to speak about NSS activities.
12. There is a functioning Women Cell, Anti-Sexual Harassment Committee in the college wherein students can talk about their social/personal issues in privacy.
13. Suggestion/complaint box is also available in the college. Your complaints will be kept confidential.


## Tutorial Meeting 2018

OFFICE OF THE PRINCIPAL, PG. GOVT. COLLEGE FOR GIRLS  
SECTOR - 42, CHANDIGARH

### NOTICE

There will be a Tutorial meeting on 11<sup>th</sup> August, 2018. No casual leave may be taken on that day. All staff members should be in the allocated rooms on time.

Period	Timings
1 <sup>st</sup> Period	8:40 to 9:25
2 <sup>nd</sup> Period	9:25 to 10:10
3 <sup>rd</sup> Period	10:10 to 10:55
4 <sup>th</sup> Period	10:55 to 11:40
Break for Tutorials	11:40 AM to 12:20 PM
5 <sup>th</sup> Period	12:20 to 1:05
6 <sup>th</sup> Period	1:05 to 1:50
7 <sup>th</sup> Period	1:50 to 2:35
8 <sup>th</sup> Period	2:35 to 3:20

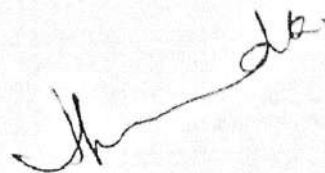
  
Principal

## Agenda regarding tutorial meeting 2018

### AGENDA FOR TUTORIAL ON 11/8/18

Students should be motivated to attend the Independence Day function.

1. Students are to enroll themselves in any two societies, which is compulsory.
2. The students who want to change their subject can do so w.e.f 18<sup>th</sup> August. They should see the notice for the same.
3. Students should read the guidelines regarding lecture shortage, Mid-Term exams, attendance in the prospectus.
4. Students should read the Notice Board, electronic Display Board & the Electronic Signage Board daily.
5. Students should be apprised of the existence of women cell Anti Sexual Harassment Committee & Anti Ragging Committee. (Especially for BA/B.sc/B.Com/MA I).
6. Students should be told to use the suggestion/complaint Box in case of any problem faced in the college.
7. General cleanliness of the college to be maintained areas around canteen & washrooms. Used utensils should be kept in the canteen.
8. Students should be encouraged to visit the library, participate in Youth Festival and other intra & inter College activities.
9. Personal Hygiene & moral values to be discussed by female teachers regarding use of washrooms & personal safety inside & outside the home.
10. Girls should be advised to dress decently for the college.
11. The faculty should encourage students to read books not limited to your syllabus, but newspapers and magazines to increase their knowledge of the world around them.



## Tutorial Meeting 2018

OFFICE OF THE PRINCIPAL, PG. GOVT. COLLEGE FOR GIRLS  
SECTOR - 42, CHANDIGARH

### NOTICE

There will be a Tutorial meeting on Saturday, 15<sup>th</sup> September, 2018. No casual leave may be taken on that day. All staff members should be in the allocated rooms on time.

Period	Timings
1 <sup>st</sup> Period	8:40 to 9:30
2 <sup>nd</sup> Period	9:30 to 10:20
3 <sup>rd</sup> Period	10:20 to 11:10
4 <sup>th</sup> Period	11:10 to 12:00
Break for Tutorials	12:00 PM to 12:40 PM
5 <sup>th</sup> Period	12:40 to 1:30
6 <sup>th</sup> Period	1:30 to 2:20
7 <sup>th</sup> Period	2:20 to 3:10
8 <sup>th</sup> Period	3:10 to 4:00

Principal

## Agenda regarding tutorial meeting 2018

### AGENDA FOR TUTORIAL ON 15/9/18

#### ampus Swachhata

- Do not leave torn papers, empty refills and pens in the class rooms.
  - Eatables should not be consumed in the classrooms.
  - Switch off lights and fans once the class is over.
  - Keep mobiles switched off during class.
  - It has been observed that girls used foul language in conversation and on social media, eg on WhatsApp groups etc; students should be advised to avoid this behavior.
  - Green and Blue dustbins have been provided on the campus for Wet and Dry waste. These should be used to keep the campus clean.
  - Students should not misuse the electronic equipments i.e. computers, speakers, LEDs etc. installed in the college.
  - Important notices should not be torn off from the notice boards.
  - Please leave used plates cups etc. in the canteen or in the containers meant for the same.
  - Students should be advised that they should be vigilant about the above and are free to check those who litter the campus.
  - A govt. team for assessing the cleanliness of the campus will be visiting the college soon. Students should not complain to them regarding any cleanliness/ hygiene/drinking water issues. These should be placed in the suggestion/ complaint box or conveyed to the teachers.
- National Human Rights Commission has requested all students to take online Human Rights pledge by visiting <https://pledge.mysgov.in/nhr/>

## Tutorial Meeting 2017

OFFICE OF THE PRINCIPAL, PG. GOVT. COLLEGE FOR GIRLS,  
SECTOR – 42, CHANDIGARH

### NOTICE

There will be a Tutorial meeting on 22<sup>nd</sup> January, 2018. Following time table will be followed for the same.

Period	Timings
1 <sup>st</sup> Period	9:00 A.M. to 9:50 A.M.
2 <sup>nd</sup> Period	9:50 A.M. to 10:40 A.M.
3 <sup>rd</sup> Period	10:40 A.M. to 11:30 A.M.
4 <sup>th</sup> Period	11:30 A.M. to 12:20 P.M.
<b>Break for Tutorials</b>	<b>12:20 P.M - 1:00 P.M.</b>
5 <sup>th</sup> Period	1:00 P.M. to 1:50 P.M.
6 <sup>th</sup> Period	1:50 P.M. to 2:40 P.M.
7 <sup>th</sup> Period	2:40 P.M. to 3:30 P.M.
8 <sup>th</sup> Period	3:30 P.M. to 4:20 P.M.

All the tutorial incharges taking 1<sup>st</sup> Year tutorials will reach the auditorium for a talk regarding Electoral Literacy Clubs(ELCs) and maintain the discipline. 1<sup>st</sup> year incharges will remain in the auditorium with their students till the completion of the talk. Tutorial incharges of 2<sup>nd</sup> year, 3<sup>rd</sup> year, PG classes and diploma classes will take the tutorials in their respective rooms.

## Agenda regarding tutorial meeting 2017

### Agenda for Tutorial Meeting

1. The Election Commission of India has directed to establish Electoral Literacy Clubs(ELCs) in educational institutions to engage future and new voters through extracurricular interventions. The main objectives are :

- a) To educate the targeted populations about voter registration, entire electoral process and related matters by engaging them through well designed resources in hand on experience
- b) EVM and VVPAT familiarization and education about robustness and non-temperability of EVM
- c) ELCs will facilitate voter registration for its members as they achieve the age of 18.

All the tutorial incharges taking 1<sup>st</sup> Year tutorials will reach the auditorium for a talk in this regard and maintain discipline. Tutorial incharges of 2<sup>nd</sup> year, 3<sup>rd</sup> year, PG classes and diploma classes will take the tutorials in their respective rooms.

2. As it is the beginning of new semester students may be advised to be regular in their classes.
3. Eligibility criteria for semester examination are 20% marks in each subject in midterm exams. For subjects having practical exam, 20% marks are required separately for theory as well as practical exam.
4. Tutorial incharges will keep track of the number of students who have downloaded the Swachhata App-MoHUA and let other students download it with their help and get themselves registered on the app.
5. All the students must get their Aadhar card made as it is required in almost all places. Students can contact Dr. Nemi Chand for the same.

## Agenda regarding tutorial meeting 2017

### Agenda for tutorials on 23<sup>rd</sup> September

- New Eligibility criteria for appearing in university exam is minimum of 20% marks in each subject , theory and practical in house exam and 25% in aggregate
- House exam are from **10<sup>th</sup> Oct to 17<sup>th</sup> Oct, 2017** with morning and evening shifts and no vacation during exams, exams will also be held on **Sunday, 15<sup>th</sup> October.**
- Exams will be of 3 hours duration, 9:00 A.M. to 12:00 P.M. (Morning Shift) and 1:00 P.M. to 4:00 P.M. (Evening Shift).
- It is mandatory to give all papers
- Only indoor admission in hospital will be considered for relaxation on medical grounds.
- 75% attendance is compulsory for appearing in university exams. So students are advised to attend their lectures regularly.
- College is organizing various events to celebrate "Swachh Bharat Abhiyaan". Information regarding these events is displayed on student notice boards.
- Students must be apprised of importance of cleanliness in college. Students must not litter around and use the dustbins placed at various locations in the college.

*Handwritten signature*

## Agenda regarding tutorial meeting 2016

### Agenda For Tutorial Groups

Tutorial Groups have been formed for all the students. In their first tutorial meeting all the teachers incharge will discuss the following points:

1. Moral values and their importance in our lives.
2. Lecture Shortage – Minimum of 75% attendance is required to be eligible for appearing in University exams. Students must be asked to attend classes regularly.
3. Application for any leave taken must reach the college office within seven days.
4. Students must make sure that they are attending classes for their compulsory subject HCP/PBC whichever is allotted to them. They can check their subject on their fee receipt.
5. Students must check the notice boards and the digital display every day.
6. Students are advised to visit the college website [www.gcg42.ac.in](http://www.gcg42.ac.in) regularly.
7. Drug abuse is a major problem faced by youngsters these days. Students should avoid meeting strangers in and around college campus.
8. Students should make it a habit to visit the college library and magazine section regularly.
9. Students must keep the college premises and washrooms clean.
10. Any problem faced by students can be discussed with their respective tutorial incharge.
11. Any grievances/ suggestions on administrative part can be dropped in the suggestion box placed adjacent to the student notice board.
12. The students of all streams will be provided training on IT competence, and Skill . This training will provide a number of computer courses. The details will be provided on college web site and students notice board.
13. These software are advanced software used in banking sector, Insurance sector and fulfill the current market need. Hence will be very useful for job prospects.
14. Maximum students should enroll themselves at this training.


## Agenda regarding tutorial meeting 2016

### Agenda for Tutorial Groups

Tutorial Groups have been formed for all the students. The teacher incharges must note down their tutorial groups.

The first tutorial meeting will be held on 5<sup>th</sup> Nov, 2016. The following points must be discussed with the students :-

1. Rashtriya Ekta Divas (National Unity Day) celebration from 31<sup>st</sup> Oct to 6<sup>th</sup> Nov, 2016.
2. Importance of National Vigilance /Awareness Week being celebrated from 31<sup>st</sup> Oct to 5<sup>th</sup> Nov, 2016.
3. Students must enroll themselves for the Adhaar Card and the photocopy of the same must be submitted by 10<sup>th</sup> Nov, 2016 in the college office.
4. Lecture Shortage : - 75% of attendance is mandatory .
5. Medical Leave to be granted only if the certificate from Govt Hospital/Dispensary is submitted and for indoor hospital treatment only.
6. Students must be asked to attend their classes regularly as this is last opportunity get them to make up their shortage.

  
Principal  
P.G. Govt College for Girls  
Sector – 42, Chandigarh

## Hostel Orientation Programme



*Nisha Jassi*  
Principal  
P.G. Govt. College for Girls  
Sector 42, Chandigarh