SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

SRI GURU GOBIND SINGH COLLEGE

SRI GURU GOBIND SINGH COLLEGE, SECTOR- 26, CHANDIGARH 160019
https://www.sggscollege.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

May 2022

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Sri Guru Gobind Singh College is affiliated to Panjab University, Chandigarh and NAAC re-accredited. The first co-educational College in Chandigarh established in 1966, it has been committed to academics, sports, religio-cultural and social enhancement for more than 55 years. It functions under the aegis of the Sikh Educational Society that is committed to the cause of education since 1938.

The College is a Green Campus spanning 15-acres of land. The imposing infrastructure includes four-storeyed Arts, Science and Postgraduate Blocks, fully automated Library and adequate infrastructure for Sports and co-curricular activities.

The College has 169 full-time teachers committed to professional and academic excellence. They have representation in the Panjab University Senate, Syndicate and Boards of Studies. The College offers 17 UG, 12 PG, 1 PG Diploma, 1 Diploma, 4 Add - On and 5 Certificate courses. There are 7217 students belonging to diverse geographical, economic, educational, and linguistic backgrounds. The College provides fee concessions under various categories and scholarships under different Government schemes. The College has instituted various Awards for academic and co-curricular excellence.

The College is committed to making students conscious of their social responsibility through outreach programmes organised by NSS, NCC, Gurmat Vichaar Sabha, Rotaract Club, etc to enhance their sensitivity towards the upliftment of the underprivileged sections of the society. The College practices a well-structured system of mentoring to provide proper guidance to the students in not only choosing the right career path but also to help them to become confident and emotionally secure individuals. The College Alumni are achievers in every field, carrying with them the institutional distinctiveness and making a significant contribution towards their Alma Mater and society.

The College is committed to the cause of environmental sustainability and heritage and cultural preservation through conserving native species of the region. Various initiatives have been undertaken for reducing energy consumption and waste management to create a prototype of 'no waste' and 'carbon negative'.

Codes of professional ethics guide all stakeholders of the College about its principles of integrity, accountability, inclusiveness, commitment and sustainability, thereby promoting the Vision and Mission of the College.

Vision

The College has been set up with a clear vision to pursue excellence in all fields of education and learning by adhering to the highest standards of academic rigour in all its works. The teachings and lofty ideals of Sri Guru Gobind Singh Ji, after whom the College has been named, form the vision of this College. Inspired by the zeal

to promote higher learning, the College is committed to impart affordable quality education, by using innovative teaching methodologies to a wide cross-section of society without any distinction of caste, creed and religion.

Mission

The paramount aspiration and the mission of the College is to inspire, prepare and empower students to be successful by promoting the development of knowledge, skills and abilities needed to enter, adapt, sustain and progress with the diverse workforce and ever-changing world. The vision statement–'to live with courage and bravery to the highest levels of righteousness' infuses them with the spirit to face the ideological battles of life.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- The College has more than 55 years of glorious record of excellence in academics, sports, cultural and co-curricular activities
- Ideal location, excellent road and railway connectivity
- Visionary and farsighted Management committed to quality education and sustainable development
- Highly qualified, experienced and dedicated faculty
- Well defined organisational structure with excellent work culture reflected through transparent and proactive administration and decentralized management
- Wide range of courses of different levels, in diverse streams, from traditional to modern in content and academic to professional in orientation
- The College has produced Olympians and sports persons of International, national and state levels
- Gender sensitive and empowering education to make a significant contribution in all spheres of national and global development
- The College follows a dialogic process with its stakeholders and has a robust system of collecting feedback from students, teachers, alumni, employers and parents,
- The continuous evaluation and suggestions given by the stakeholders are regularly analyzed and appropriate actions are taken to incorporate them in the functioning of the institution
- An active Internal Quality Assurance Cell (IQAC) plays a central role in the monitoring, augmentation and sustenance of the overall quality of the institution
- The College admits students from diverse national and international backgrounds which promotes a multicultural ethos on the campus
- Numerous scholarships and freeships to deserving students
- Effective Mentor-Mentee relationship and grievance redressal system
- MOUs and linkages with industry partners, organizations and training partners
- Efficient internal and external auditing systems for financial, academic, administrative, energy, green auditing and ISO certification
- The Alumni, who have made a mark in diverse fields , contribute for development of their alma mater
- The College has adopted Heritage and Cultural Preservation as its best practice for promotion of Punjabi culture and language
- The College is an environmentally sustainable campus and is plastic-free, produces minimal waste, conserves energy, protects biodiversity and practices self-sustainability in areas of power, water, waste management and cleanliness

Institutional Weakness

- The College is bound to follow the curriculum designed by the affiliating Panjab University, Chandigarh, limiting the flexibility in curriculum design and delivery

- The policy of affiliating University results in insufficient Research Centres for the guidance of students by the faculty
- R&D and consultancy activities are limited
- Short-term/Certificate /Vocational and Skill-based courses to be enhanced for employability of the students
- Resources in the use of digital technology to be enhanced for better teaching-learning practices
- Industry-Academia linkages to be increased
- Student exchange programmes at National and International levels to be introduced

Institutional Opportunity

- Being a Post Graduate institution, there is scope for setting up Research Centre of various subjects
- To further widen the range of programmes by introducing more job-oriented programmes enhancing global competence in students
- Proximity to various research institutes (e.g. IISER, PGIMER, IMTECH, NIPER, CSIO, INST, ISB, NABI etc) offers unique opportunity for academic alliances to facilitate innovation and reserach
- The large repertoire of the College Alumni can enhance learning experiences on campus adding relevance to the current programmes offered, which will further strengthen the social capital of the College
- In order to reduce the dependence upon non-renewable sources of energy, the institute has adequate infrastructure and conditions for efficient use of solar energy and rain water harvesting
- Over the years, the College has developed its own credibility and established strong bonds with industrial partners through its Placement Cell and internships of various departments. The scope to expand these linkages wider between the industry and the academic fraternity should be able to strengthen innovation and entrepreneurship activities
- To emerge as Centre of Excellence in Sports

Institutional Challenge

- Improvement of communication skills and personality development of students coming from rural backgrounds
- Competition due to mushrooming of private universities, professional institutes,technical institutes and government colleges
- The declining interest of students in traditional courses due to availability of Vocational Courses/On-line Program
- The initiation of any new academic programmes is a long procedure with delays in the process

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The College is a co-educational institute affiliated to Panjab University, Chandigarh and follows its curriculum for all programmes. Faculty as members of Board of Studies provide suggestions for designing and revising the curriculum.

The College offers Undergraduate and Postgraduate courses in Arts, Science and Commerce along with Add-on and Diploma Courses. Students also take up online courses through SWAYAM, NPTEL and IIT Spoken Tutorial. The College is one of the forerunners in the region to run co-opted PG courses.

The College adheres to Academic Calendar of the University and also prepares its own Activity Calendar. Allocation of workload, Time-table and Unitized Teaching Plans help in timely delivery of curriculum.

Traditional classroom teaching blended with ICT enabled teaching makes teaching learning process learner-centric. Teaching strategies like lecture method, experiments, project work, presentations and case studies ensure effective delivery of curriculum. Some courses provide practical experience to students through internship, training and projects. Field trips, Industrial visits and excursions add an experiential quotient to students' understanding.

The College library has a wide collection of books and journals, online databases, an automated library catalogue (WebOPAC) and Library Blog provide students with additional learning resources.

Students are required to submit assignments, give presentations, prepare projects and take Mid Semester and class tests as a part of continuous internal evaluation. Daily attendance and MST marks are also uploaded on the College software.

Feedback collected from various stakeholders is analysed and submitted for necessary action. Action Taken Reports are made available on the College website.

Teaching-learning and Evaluation

The College adheres to the admission policy laid down by Panjab University, Chandigarh. Detailed information about admission criteria, reservation policy and fee is provided through the Prospectus uploaded on the College website.

 The faculty of different departments identify the programme/course outcomes and communicate them to the students. Learning levels of students are assessed through lectures, class tests, assignments and tutorials and student-centric teaching pedagogy is adopted to meet the academic requirements of slow and advanced learners. Remedial classes are held for slow learners. The College encourages the advanced learners to optimise their potential through a combination of academic and co-curricular activities. The College has an effective mentoring system in place to provide academic support and counselling to the students. Wi-Fi enabled campus and ICT enabled classrooms further facilitate e-learning process.

To facilitate experiential learning, hands-on experience is provided to the students through case studies, excursions, heritage walks, museum visits, study tours and industrial visits. The College ensures participative learning by engaging the students and giving them due representation in various clubs, societies and cells. Democratically elected Student Council acts as a bridge between the students and administration.

The College follows regulations of the affiliating university for examination, internal assessment and evaluation. The students are informed in advance about the internal assessment criteria. Overall performance of the students is assessed on the basis of internal assessment and external examination. The office of Controller of Examination addresses the grievances and queries of the students regarding examination. Student Satisfaction Survey is conducted regularly to assess overall students' satisfaction regarding teaching-learning methods adopted by the faculty. The suggestions given by students are paid due attention in all policy matters.

Research, Innovations and Extension

The College promotes creation and transfer of knowledge through research, extension activities, outreach programmes, skill enhancement and collaborations. UGC Cell and Research Cell of the College support and take initiatives to strengthen the faculty's research profile by encouraging them to apply for research grants, guide PhD students, publish research articles and present their research at different platforms. During the assessment period, the faculty acquired research grants from various government agencies like ICSSR, UGC and SERB. Numerous books and research papers have been published by the faculty with publishers of national and international repute. Sixteen faculty members are recognised as PhD supervisors and have guided/guiding 42 PhD students. ICT enabled research lab,Library with e-resources and well-equipped science laboratories provide an impetus to research.

The laboratory infrastructure is regularly upgraded to promote research. The Guru Nanak Sacred Forest – a mini urban forest with 500 native species of plants facilitates environmental research. The rare, exotic and endemic plants in Botanical Garden of the College are also used for research.

The College organises workshops, conferences, FDPs and seminars for skill building of the faculty. Institution Innovation Council registered under Ministry of Education, GOI works towards promoting the culture of innovation and entrepreneurship among students and faculty by organising workshops, training programmes, expert lectures and interactive sessions with successful entrepreneurs.

The College supports collaboration with industry and other educational institutes. Faculty members participate in collaborative research with faculty of other educational institutes and publish research papers. Students participate in industrial and academic training for better research and job prospects. The College has signed several MoUs**.**

Infrastructure and Learning Resources

The institution spreads over an area of 15 acres and is well connected through transportation facilities. The College has state-of-the-art infrastructure, facilities and seamless internet connectivity. The College campus is divided into three blocks: Arts, Science and Postgraduate Blocks well connected through ramps and handrails to facilitate easy access. There are 55 classrooms, 26 fully ventilated and spacious laboratories, 07 well-equipped smart classrooms, Botanical Garden and a Mini Urban Forest, namely, Guru Nanak Sacred Forest. Besides that, there are 17 Departmental rooms, an ICT-enabled Conference Hall and Hari Singh Nalwa (Multi-Purpose) Hall. There is a separate Girls' Common Room equipped with all necessary facilities. There are 102 CCTV cameras and fire safety equipment installed in the college.

The Library has a rich collection of 51,699 books and subscribes to 62 Journals/Magazines and 16 newspapers. The library also subscribes to three databases, viz., N-LIST, DELNET and is a member of National Digital Library of India. The WEBOPAC service of the library provides access to online catalogue. Braille Section with special LEX instant reader and scanner caters to visually impaired students.

The College has adequate infrastructure and facilities for sports, leading it to win the coveted Sir Shadi Lal Trophy in Sports for 11 consecutive years. The College has well-maintained playgrounds/courts for Baseball, Basketball, Volleyball, Lawn Tennis, Net Ball, Ball badminton and Table-Tennis along with Archery and Shooting Range. Various incentives such as fee concession, sports stipend, free hostel accommodation, free mess facility, Award of Roll of Honour/ College Colour and scholarships are provided to the sportspersons. An Open Stage, Multipurpose (Hari Singh Nalwa) Hall and Conference Hall are used for the conduct of various cultural and co-curricular activities.

The institute has a boys' hostel with 73 rooms providing amenities such as fitness centre, study room, guest room, 24X 7 power backup and wi-fi connectivity. Hostel accommodation for girls is provided in GGSCW-26, adjacent to the College building. The College has procedures and policies in place to ensure efficient and effective utilization and maintenance of physical, academic and support facilities.

Student Support and Progression

The Institution is at the forefront in student support and progression activities. Various capacity building and skill enhancement initiatives are undertaken for the benefit of students. Lectures and workshops on personality development, leadership and communication skills, effective time management etc. are regularly organised. Yoga sessions, lectures on health and hygiene by experts help in promoting health and fitness awareness among students.

The Placement and Career Counselling Cell provides training and counselling to the students through workshops, seminars, expert lectures and conducts Job Fest. Coaching for competitive examinations like UGC/CSIR/ NET by the College further provides impetus to student progression.

The College assists students to avail scholarships under various schemes by GOI, State Governments and Panjab University. Students are also provided fee concessions by the institution under different categories like meritorious students, differently-abled, EWS, siblings, NCC, NSS, cultural activities and sports. Appreciation certificates along with cash prizes are given to brilliant students by the College. A few faculty members also sponsor running trophy and cash prizes to meritorious/deserving students of different streams.

The College ensures democratic environment by providing students with opportunities to participate in the College governance. They are given due representation in Student Council, as editors in the College magazine and in various clubs and societies. Students also actively participate in extension activities through NCC, NSS etc. The College has a transparent mechanism for timely redressal of student grievances including sexual harassment and anti-ragging to ensure a safe and secure environment.

Students participate in sports at the State/University, National and International Levels and have won laurels with their outstanding performance. The College has bagged Sir Shadi Lal Trophy for Overall Best Performance in Sports for 11 consecutive years. The students also participate in most of the events conducted at Panjab University Youth and Heritage Festivals and other inter-college competitions. The students are guided by faculty in-charges and professional coaches hired by the College.

The Alumni Association meets annually and acts as a support system by providing financial assistance and valuable feedback. Alumni of the College hold prestigious positions in Civil Services, Armed Forces, Medicine, Education, Politics, Business etc.

Governance, Leadership and Management

The dynamic Vision and Mission of the college aligns with the current National Education Policy 2020 that envisages equitable and inclusive education, aptly reflected in the College motto **-** '*manas ki jaat sabhe ekey pehechanbo*' (all mankind is one). The Governing Body, Principal, IQAC and Advisory Committee work in tandem to formulate academic and operational policies for effective governance. Decentralization and participative management is ensured through due representation of faculty in all key decision-making bodies.

Good governance is ensured by optimal utilisation of funds and resources. Funds received from government/non-government bodies are duly accounted for and disbursed. Internal and External financial audits are conducted annually. In addition, Academic and Administrative Audits are regular features of the governance mechanism. The College appraises its human resources and provides financial and non-financial benefits for the welfare of its staff. Effective Performance Appraisal for the teaching and non-teaching staff is carried out annually.

Several quality assurance initiatives are undertaken by IQAC, which include the introduction of skill development programs, the up-gradation of infrastructure, and the provision of ICT tools. The College perspective plan focuses on job-oriented education as per National Education Policy 2020. The College has undertaken several green initiatives to promote a sustainable environment in liaison with the National Biodiversity Target 2020 by creating Mini Urban Forest on campus.

Institutional Values and Best Practices

Sri Guru Gobind Singh College provides a holistic learning experience to the students using innovation and inclusiveness in consonance with the National Education Policy 2020. The College has a Gender Sensitisation Policy and Annual Gender Sensitisation Action Plan to ensure a gender-inclusive environment. The College adheres to inclusive Admission Policy and zero tolerance of discrimination on the basis of caste, class, region and religion. Access to special infrastructural facilities for differently-abled students is another step towards inclusiveness.

The College has adopted two Best Practices: Environmental Sustainability and Heritage and Cultural Preservation. The College has carved a niche for itself in the field of environment sustainability by creating a

Mini Urban Forest on-campus with native species of trees by amalgamating tradition and modernity. Numerous green initiatives are undertaken for the expansion and maintenance of green cover, waste management, use of renewable sources of energy and water conservation by involving the youth and intelligentsia. The Environment, Green and Energy Audits along with the awards and accolades, received in the last five years, are evidence of success.

The Best Practice of Heritage and Cultural Preservation includes the promotion of dwindling heritage, historical legacy, multicultural expressions and Punjabi *Maa Boli* (mother-tongue). The values of the unique Sikh practice of *Seva* (selfless service) and *Sarbat da Bhala* (welfare of all) are imbibed through Community Outreach Programmes to make students socially responsible citizens.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	SRI GURU GOBIND SINGH COLLEGE
Address	SRI GURU GOBIND SINGH COLLEGE, SECTOR- 26, CHANDIGARH
City	Chandigarh
State	Chandigarh
Pin	160019
Website	https://www.sggscollege.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Navjot Kaur	0172-2792754	7341123711	0172-2790312	principal.sggs26@gmail.com
IQAC / CIQA coordinator	Sonia Batta	0172-9915749136	9915339815	0172-2790312	iqacsggs@gmail.com

Status of the Institution	
Institution Status	Private , Grant-in-aid and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details	
Date of establishment of the college	08-07-1966

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Chandigarh	Panjab University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	26-02-2010	View Document
12B of UGC	26-02-2010	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	Yes
If yes, name of the agency	Department of Environment Chandigarh Administration
Date of recognition	05-06-2021

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	SRI GURU GOBIND SINGH COLLEGE, SECTOR- 26, CHANDIGARH	Urban	15	14060.24

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BCom,Bcom	24	BCom Ist year	English	19	19
UG	BCom,Bcom	24	BCom Ist year	English	43	43
UG	BCom,Bcom	36	Senior Secondary Exam in Commerce	English	316	316
UG	BBA,Bba	36	Senior Secondary Exam	English	47	47
UG	BA,Ba	24	BA Ist Year	English,Hindi,Punjabi	28	28
UG	BA,Ba	36	Senior Secondary Exam	English,Hindi,Punjabi	2200	1768
UG	BA,Ba	36	Senior Secondary Exam	English	156	156
UG	BA,Ba	24	BA Ist Year	English	14	14
UG	BA,Ba	24	BA Ist Year	Hindi	14	14
UG	BA,Ba	24	BA Ist Year	English,Hindi,Punjabi	6	6
UG	BA,Ba	24	BA Ist Year	English,Hind	21	21

			i,Punjabi			
UG	BCA,Bca	36	Senior Secondary Exam	English	146	146
UG	BSc,Bsc	36	Senior Secondary Exam Physics Chemistry Biology	English	160	28
UG	BSc,Bsc	36	Senior Secondary Exam Physics Chemistry Mathematics	English	80	56
UG	BSc,Bsc	36	Senior Secondary Exam Physics Chemistry Mathematics	English	240	37
UG	BSc,Bsc	36	Senior Secondary Exam Physics Chemistry Mathematics Biology	English	30	18
UG	BSc,Bsc	36	Senior Secondary Exam Physics Chemistry Mathematics Biology	English	30	7
PG	MA,Ma	24	BA	English	71	71
PG	MA,Ma	24	BA	English	70	70
PG	MA,Ma	24	BA	Punjabi	60	21
PG	MA,Ma	24	BA B.Com	English	60	29
PG	MCom,Mco	24	B.Com BBA	English	80	29

	m					
PG	MSc,Msc	24	BCA B.Tech B.Sc Computer Science BA. IT with Mathematics	English	40	22
PG	MSc,Msc	24	B.Sc Non Medical B.Sc Medical	English	41	41
PG	MSc,Msc	24	B.Sc in Life Sciences	English	54	54
PG	MSc,Msc	24	B.Sc Non Medical B.Sc Computer Science BA with Mathematics	English	61	61
PG	MSc,Msc	24	B.Sc in Life Sciences	English	40	12
PG	MSc,Msc	24	B.Sc Non Medical B.Sc Medical	English	51	51
PG	MSc,Msc	24	B.Sc in Life Sciences	English	42	42
PG Diploma recognised by statutory authority including university	PGDCA,Post Graduate Diploma	12	Bachelor Degree in any Stream	English	80	28

Position Details of Faculty & Staff in the College

Teaching Faculty											
	Professor				**Associate Professor**				**Assistant Professor**			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0				25				69
Recruited	0	0	0	0	9	16	0	25	21	48	0	69
Yet to Recruit				0				0				0
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				17
Recruited	0	0	0	0	0	0	0	0	4	13	0	17
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				10
Recruited	7	3	0	10
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				26
Recruited	23	3	0	26
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				14
Recruited	9	5	0	14
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				8
Recruited	8	0	0	8
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	5	14	0	19	44	0	82
M.Phil.	0	0	0	4	2	0	1	9	0	16
PG	0	0	0	0	0	0	5	8	0	13
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	5	15	0	20
M.Phil.	0	0	0	0	0	0	3	3	0	6
PG	0	0	0	0	0	0	7	25	0	32
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	3321	2317	0	6	5644
	Female	588	435	0	3	1026
	Others	0	0	0	0	0
PG	Male	242	91	0	22	355
	Female	357	206	0	2	565
	Others	0	0	0	0	0
PG Diploma recognised by statutory authority including university	Male	13	7	0	0	20
	Female	5	3	0	0	8
	Others	0	0	0	0	0
Diploma	Male	5	2	0	0	7
	Female	1	2	0	0	3
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	757	616	459	457
	Female	168	137	97	206
	Others	0	0	0	0
ST	Male	131	118	97	194
	Female	48	46	36	142
	Others	0	0	0	0
OBC	Male	449	395	288	0
	Female	109	102	80	0
	Others	0	0	0	0
General	Male	4325	4224	4111	4040
	Female	1147	1159	1140	1375
	Others	0	0	0	0
Others	Male	62	38	2	4
	Female	21	13	1	2
	Others	0	0	0	0
Total		7217	6848	6311	6420

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	The College is prepared to usher in the NEP 2020 through consistent efforts to promote Innovation, Inclusiveness and Sustainability. The College adheres to the prescribed curriculum of PU incorporating diverse multidisciplinary/ interdisciplinary academic programmes. Academics is supplemented with philanthropy, morality and social sensitivity by encouraging projects in the areas of community engagement and environmental sustainability. Equal Opportunity Cell and Alumni of the College have improved the intake of the marginalized students with full financial support. Students are sensitized to appreciate and assist them. The best practices of the College, Environmental Sustainability and Heritage

	and Cultural Preservation, are in keeping with the NEP 2020. A Mini Urban Forest with native species of trees has been developed on campus and related study, research and development. across all Science and Humanities streams, With increased biodiversity in the campus, E-bird data has been collected by Bird Watchers Society.
2. Academic bank of credits (ABC):	The institution preparedness in implementation of ABC is subject to the guidelines of PU and approval from governing bodies.
3. Skill development:	The College offers various Professional Courses designed by NSQF and affiliating university. A Certificate Course on Soft Skills and Personality Development has been framed by College Resource Centre for Soft Skill Development and Training in collaboration with Placement Cell. The institution is privileged to be a member of CII (Confederation of Indian Industry) to promote industry-academia linkages and impart quality education. The Institution Innovation Cell is in the process of establishing start-up incubation centre in collaboration with leading Technical institutes of the region besides innovative multidisciplinary/ interdisciplinary research assisted by Research Cell.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	To promote/integrate Indian Knowledge System, the College has created a School of Languages offering Punjabi, Hindi, Sanskrit, Urdu and Persian to initiate interdisciplinary research across cultures and religions thereby promoting true National spirit in youth. Best Practice of Heritage and Cultural Preservation aims at revival of rich heritage, art, folklore, music and dance. Certificate Courses are offered by Centre for Sikh Religious and Cultural Studies in the College on Calligraphy, String Instruments (Rabab/Sarangi), Percussion Instruments (Jorhi/Tabla) and Gurmat Sangeet.
5. Focus on Outcome based education (OBE):	The College strives to adapt in the current dynamic and fast-paced environment. To make students employable, the objective and course delivery of academic programmes have been enriched for improvement of communication skills, personality development, goal-setting, critical thinking, time management, stress management, interpersonal skills and teamwork. Well-defined Program Outcomes (PO), Course Outcomes (CO), and Program Specific

	outcomes (PSO) have been prepared and are displayed on the College website
6. Distance education/online education:	As an affiliate of Santa Clara University: MOBI Partner, free, online and self-paced certificate courses Local Chapter of NPTEL-SWAYAM On-line Courses, the faculty act as Mentors Online Skill-Based and Certificate Courses, Spoken Tutorial Program IIT Bombay IGNOU Learners' Support Centre offers BA, BSc, B.Com , MSc in Food and Nutrition, Diploma in Nutrition, Health & Education and PG Diploma in Urban Planning and Development. The Library has SLIM21,DELNET, and List E-resources, E-content developed by faculty is available on https://librarysggs.blogspot.com/ and You tube channels

Extended Profile

1 Program

1.1

Number of courses offered by the Institution across all programs during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1020	1004	980	948	918

File Description	Document
Institutional data prescribed format	View Document

1.2

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
24	23	23	21	21

2 Students

2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
7217	6848	6311	6420	6400

File Description	Document
Institutional data in prescribed format	View Document

2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
835	828	776	653	657

File Description	Document
Institutional data in prescribed format	View Document

2.3

Number of outgoing / final year students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1832	1831	1645	1679	1781

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

Number of full time teachers year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
169	181	176	178	188

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
169	183	180	181	192

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 57

4.2

Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
231.40	500.62	563.89	557.22	481.53

4.3

Number of Computers

Response: 144

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

Sri Guru Gobind Singh College, affiliated to Panjab University, Chandigarh is a co-educational institution of eminence and repute offering Undergraduate and Postgraduate courses in Arts, Science and Commerce streams. The College follows the curriculum designed by Panjab University for all its programmes. Some faculty members being part of the Board of Studies (BoS) actively participate in curriculum restructuring.

- Academic Calendar - The College follows the Academic Calendar prescribed by the University which contains the information regarding admission, working days, academic terms and dates of filing of Registrations and Returns. It is incorporated in the prospectus and uploaded on the College website.
- Workload Allocation - Departmental meetings are held at the beginning of each semester and workload allocation is done as per subject specialisation and experience of faculty.
- Time Table - Time Table Committee frames department wise time table keeping in view the subject combinations offered by the College. Time Table is then displayed on Student Notice Boards as well as shared online through College Website and Student Portal.
- Teaching Plan and Delivery - Unitised Teaching Plans are prepared and followed for timely and effective curriculum delivery. Different teaching strategies like lecture method, tutorials, laboratory experiments, project work, presentations, demonstrations, case studies, expert lectures, seminars and study tours are adopted to make the teaching-learning process more learner-centric. Students are also given UGC NET training along with the curriculum. Mentoring activities and remedial classes are undertaken for individual interaction between faculty and students. Mid-Semester Tests (MSTs) are conducted to evaluate the performance of students. Feedback from various stakeholders (students, alumni, employer, parents and faculty) is obtained, analysed and necessary actions are taken to further enhance the quality in all aspects. Academic Audit of all departments is conducted internally by the Registrar Academics to ensure that curriculum is delivered effectively.
- College Library- The library uses SLIM21 software for automation and has an automated library catalogue (WebOPAC) and a Library Blog that contains e-content (YouTube lectures, PPTs and PDFs) and previous years' question papers, books, magazines, journals and two online databases viz., DELNET and N-List (INFLIBNET).
- MOOCs- Students are also made aware about SWAYAM and e-Pathshala portal for access to additional content. Important dates for filling forms for these programmes are conveyed through mentoring groups and also displayed on Notice Boards.

The College is one of the forerunners in the region to run co-opted MA English, MA Economics and MA Sociology programmes with GGSCW, Sector 26, Chandigarh. This has been adopted to encourage sharing of resources between the two colleges and provide the best possible facilities to PG students.

During pandemic induced lockdown, College enabled a seamless transition to online teaching through

various online platforms like Google Meet, Zoom and Webex, etc. The College conducted training sessions for faculty to acquaint them with online teaching-learning methods. Faculty members also attended various FDPs and workshops to become proficient in online teaching. Many Subject Experts were invited for delivering lectures and seminars were organised in this regard.

File Description	Document
Upload Additional information	[View Document](#)

1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

Response:

The College ensures Continuous Internal Evaluation of the students across various parameters in its pursuit of holistic development of the students. Besides academics, the College aims at ethical, physical and social development of students with environmental consciousness at the core. For this, the College strictly adheres to the Academic Calendar provided by Panjab University for both the semesters. It is provided to all the students through College prospectus and College website.

The College follows the Academic Calendar provided by University for admissions to various courses, commencement of classes, Student Council Elections, mid-semester examinations, Summer and Winter Breaks, Youth Festival and final examination. This ensures smooth and efficient functioning of its teaching-learning and administrative processes.

- Apart from activities scheduled in the University Calendar, the College prepares and follows its own Academic/Activity Calendar. This Calendar is prepared at the beginning of each session by IQAC in consultation with Principal, HODs, Deans and Coordinators of various Cells, Clubs and Societies. It is then published in the prospectus along with the Academic Calendar of Panjab University. The Academic/Activity Calendar keeps the students, faculty and non-teaching staff informed about the key events and activities scheduled for the year. This Calendar contains information regarding MSTs, Seminars, Conferences, Workshops, Cultural Events, Youth Festival, Sports Meet, Parent Teacher Meeting, Founders' Day, Freshers and Farewell Parties along with the events of various Clubs and Societies. It also mentions the days of national/international importance to be celebrated like World AIDS Day, International Yoga Day, Van Mahotsav, World Environment Day, etc.. The Activity/Academic Calendar acts as a tracking tool for measuring institutional progress.

- The faculty follows Unitised Teaching Plans for timely completion of syllabus, revision and evaluation. The objective of Unitised Teaching Plans is to divide the syllabus for effective curriculum delivery.

- Daily attendance and MST marks are uploaded on the ERP Software of the College (Campus Whizz) software as a part of continuous evaluation. The students are assessed for internal assessment on three parameters as provided by Panjab University, viz. marks scored in the MSTs, attendance and participation in the class.

- As a part of Continuous Internal Evaluation, students are required to submit assignments, give presentations, prepare projects and take tests. In few programmes, there is a provision for tutorials for practical subjects, in which students can seek guidance and clarify doubts from the respective faculty. The Mentoring mechanism supplements the academic framework and is instrumental in providing extra academic support required by the students.

- Due recognition is given to students participating in extracurricular activities like NSS, NCC, Youth Festival and Sports. Annual Prize Distribution and Convocation are organised to honour and felicitate the students who excel in academics, sports, cultural and other co-curricular activities.

Hence, creation of a well-planned Calendar helps in providing education in a structured manner and its effective implementation facilitates in achieving academic objectives of the College.

File Description	Document
Upload Additional information	View Document

1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years

1. **Academic council/BoS of Affiliating university**
2. **Setting of question papers for UG/PG programs**
3. **Design and Development of Curriculum for Add on/ certificate/ Diploma Courses**
4. **Assessment /evaluation process of the affiliating University**

Response: B. Any 3 of the above

File Description	Document
Institutional data in prescribed format	View Document
Details of participation of teachers in various bodies/activities provided as a response to the metric	View Document

1.2 Academic Flexibility

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

Response: 54.17

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

Response: 13

File Description	Document
Minutes of relevant Academic Council/ BOS meetings	View Document
Institutional data in prescribed format	View Document

1.2.2 Number of Add on /Certificate programs offered during the last five years

Response: 98

1.2.2.1 **How many Add on /Certificate programs are offered within the last 5 years.**

2020-21	2019-20	2018-19	2017-18	2016-17
69	17	2	10	0

File Description	Document
List of Add on /Certificate programs	View Document
Link for Additional information	View Document

1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

Response: 5.63

1.2.3.1 **Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
199	1050	21	625	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	View Document
Any additional information	View Document

1.3 Curriculum Enrichment

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

Response:

In concurrence with its vision and mission, the College integrates Professional Ethics, Gender, Human Values, Environment and Sustainability into its curriculum. These cross cutting issues are an integral part of various courses/ programmes of the College.

- Culture and Human Values Students from all the streams are required to opt either 'Punjabi' or 'History and Culture of Punjab' which inculcates cultural values among the students. The course 'Religious and Sikh Studies' provides insight into all religions with special emphasis on Sikhism; their doctrines, beliefs, customs and scriptures.

- Gender Issues The subject of 'Sociology' focuses on issues such as social stratification, class and gender. 'Approaches to Literary Criticism-II' and 'Critical Theory-II' (MA English) also includes topics on gender issues.

- Environmental Sustainability Issues concerning Environmental sustainability are a part of the curriculum of various programmes such as 'Environment, Road Safety Education, Violence against Women/Children and Drug Abuse' and the course 'Economics of Growth and Development' (MA Economics).

- Professional Ethics The course 'Business Ethics and Corporate Governance' and 'Business and Social Ethics' educate about business ethics and corporate excellence. 'Business Policy and Strategic Management' includes topics such as Corporate Social Responsibility and Ethical and Social Consideration in Strategy Development. 'Organisation Theory and Behaviour' includes value-systems practised in an organisation. 'Psychology for Managers' aims to inculcate professional and ethical values among students.

The College goes an extra mile in its pursuit to imbibe environmental consciousness among the students. The Botanical Garden of the College has rare, exotic and endemic plants used for research by the Department of Botany and Bio-Technology. It has approximately 100 species of herbal/medicinal plants. Guru Nanak Sacred Forest: A Mini Urban Forest with 550 Trees including 40 native species is another novel initiative of the College that amalgamates aspects of ecosystem, curative and cultural diversity. The Forest aims to provide holistic, multidisciplinary and experiential education in congruence with the basic essence of National Education Policy 2020. The integration of tradition and modernity provides a sound solution to biodiversity management and planning. Dharat Suhavi Environment Society of the College engages and sensitizes the students to the significance of conserving the environment and the prudent use of natural resources. It also conducts tree plantation drives and inculcates the consciousness among students to reduce the use of plastic and waste management for a green environment.

Different cells/societies of the College organise extension activities to inculcate professional ethics, gender sensitivity and human values among the students. Innovation Cell and Placement and Career Counseling Cell focus on inculcating professional ethics among students and work for their professional development. NSS, NCC, Gurmat Vichaar Sabha, Electoral Literacy Club, Legal Literacy Club and Red Ribbon Club etc. organise awareness drives, lectures, workshops and competitions to make students socially responsible

citizens. NSS volunteers organise and participate in blood donation camps, tree plantation, cleanliness and water conservation drives. Red Ribbon Club and Equal Opportunity Cell promotes equality among all the students. Gurmat Vichaar Sabha of the College amalgamates modern thinking with traditional values among students.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	[View Document](#)
Any additional information	[View Document](#)

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 1.46

1.3.2.1 **Number of courses that include experiential learning through project work/field work/internship year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
15	14	14	14	14

File Description	Document
Programme / Curriculum/ Syllabus of the courses	[View Document](#)
MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship	[View Document](#)
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	[View Document](#)
Any additional information	[View Document](#)

1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year

Response: 6.17

1.3.3.1 **Number of students undertaking project work/field work / internships**

Response: 445

File Description	Document
List of programmes and number of students undertaking project work/field work/ /internships	[View Document](#)
Any additional information	[View Document](#)

1.4 Feedback System

1.4.1 *Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni*

Response: A. All of the above

File Description	Document
Any additional information (Upload)	[View Document](#)
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	[View Document](#)
URL for stakeholder feedback report	[View Document](#)

1.4.2 Feedback process of the Institution may be classified as follows: Options:

1.Feedback collected, analysed and action taken and feedback available on website
2.Feedback collected, analysed and action has been taken
3.Feedback collected and analysed
4.Feedback collected
5. Feedback not collected

Response: B. Feedback collected, analysed and action has been taken

File Description	Document
Upload any additional information	[View Document](#)
URL for feedback report	[View Document](#)

05-09-2022 11:21:08

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 84.37

2.1.1.1 **Number of students admitted year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
3059	3266	2982	3215	3130

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
3879	3853	3671	3563	3607

File Description	Document
Institutional data in prescribed format	[View Document]
Any additional information	[View Document]

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 51.79

2.1.2.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
448	472	351	329	346

File Description	Document
Average percentage of seats filled against seats reserved	[View Document]
Any additional information	[View Document]

2.2 Catering to Student Diversity

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

Response:

- The College recognises that students possess diverse scholastic abilities as they belong to different geographical, economic, educational, and linguistic backgrounds. Their learning paces and educational aims also differ.
- The College conducts Orientation and Bridge courses to bridge the gap for such students in the beginning of the session.
- The learning levels of students are evaluated by the teachers in the classrooms during lectures and through conducting class tests, assignments, tutorials and mid -semester exams etc. On the basis of these evaluations, Slow and Advanced Learners are identified.
- Specific teaching-learning methodologies oriented to the needs of such students are then discussed in the department meetings and implemented for their academic growth. Special attention is given to slow and advanced learners by using the following methods:

Advanced Learners

- Advanced learners have better ability to grasp the domain knowledge, critically evaluate, passionate to learn and hardworking. Departments through a combination of academic and co-curricular activities encourage the advanced learners to optimise their potential. Supplementary advanced readings on the relevant topics are suggested to enhance their understanding of the subject.
- Advanced learners are encouraged to upgrade their knowledge and skills by opting for Honours Courses and use online resources like SWAYAM and NPTEL run by the Government of India and Spoken Tutorial courses of IIT Bombay. They are encouraged to attend expert lectures.
- These advanced learners are also encouraged to participate in inter-college competitions.
- The College organises coaching for UGC- NET exam for the post-graduate students.
- Special efforts are made to improve their critical thinking, analytical skills and orient them towards research.
- The students with creative skills are motivated to write articles for College magazine and also to undertake editorial work.
- The College library provides the Inflibnet facility and other e-resources to help the advanced learners to broaden their horizons.
- The Wi-Fi enabled campus gives access to online education portals and helps advanced learners in improving their quality of learning.
- The mentoring programme is carried out by appointing faculty as mentors for a specific group of students. The mentors meet the mentees as per the schedule to develop a personal bond and understand the academic problems of the advanced learners. The mentors ensure that the advanced learners are extended support for their overall performance.
- Toppers and University rank holders are felicitated on the Annual Prize Distribution Function.

Slow Learners

- Slow learners are given individual attention and are regularly guided.
- Additional reading material such as textbooks and previous years' question papers are made available to enhance their understanding of the subject.
- Revision of critical topics, assignments, class tests and peer learning is encouraged by persuading advanced Learners to help and provide support to the slow learners.
- Tutorials and remedial classes are organised for slow learners.
- Vernacular languages of the region are used to explain the concepts and facilitate learning for the slow learners.
- Personal, academic and career-related counselling is provided to them from time to time.
- Mentor-mentee interaction keeps the faculty in constant touch with slow learners.

File Description	Document
Upload any additional information	[View Document](#)

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

Response: 42.7

File Description	Document
Any additional information	[View Document](#)

2.3 Teaching- Learning Process

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

Response:

Experiential Learning

- Science departments of the College promote experiential and participative learning by the students through practical exposure to the subjects. The departments of Physics, Chemistry, Zoology and Biotechnology make use of experiments, demonstrations, and poster presentations to explain the basic concepts. On National Science Day, students make and display their projects/models, which provides them an opportunity to put learning into practice.
- Various Departments also provide practical and hands-on experience through excursions, heritage walks, museum visits, study tours and industrial visits.
- Case studies are an integral part of classroom teaching to encourage peer learning and team spirit.
- Students of different departments like Biotechnology, Commerce and Computer Science undertake research projects and summer training/industrial training, which provides them with hands-on experience.
- Students are motivated to register on portals of e-learning like SWAYAM and Spoken Tutorial IIT Bombay.
- Some departments use audio-visual medium such as, screening documentaries and short movies as

an extension for the curriculum imparted in the classrooms. This ensures effective learning outcomes.

- The Electoral Literacy Club strives towards creating electoral literacy and making the students aware regarding their rights and duties towards the nation.

Participative Learning

- The College creates a democratic environment for the students by providing them opportunities to participate in College governance through representation in Student Council .It acts as a link between students and the administration to address student complaints and helps in organising community-oriented activities.
- To create an environment of participative learning, the College organises activities like group discussions, extension lectures, exhibitions, inter-college competitions, quiz contests, seminars, workshops, paper presentations, debate, declamation contests and poster making competitions etc.
- Various departmental societies and clubs like Young Speakers Association, Mosaic Literary Club, Techmates Club, Paigam (Drama club), T-rexxx (Dance club), Vikalp, Punjabi Sahit Sabha, Dharat Suhavi Environment Society, Dr Salim Ali Zoological Society, Gurmat Vichaar Sabha, Legal Literacy Club and Expressions Club ensure student representation and participation in the activities of the College.
- The College has 03 NSS Units comprising more than 300 volunteers who participate with great enthusiasm in several activities throughout the year.

Problem Solving Methodologies

- The faculty pays special attention to slow learners and helps them in solving their problems.
- A separate Braille corner in the College Library caters to visually challenged students. The Library also provides a unique facility of Lex Instant Reader and Scanner software designed specifically for them.
- Placement and Career Counselling Cell of the College organises various talks by eminent speakers to prepare students to meet the challenges of life. The success of the cell can be gauged from the placements of students in prestigious companies like Tech Mahindra, ICICI Bank, HDFC, Airtel Gold, Birla Sunlife, Amazon and Samsung.
- Equal Opportunity Cell, Anti Sexual Harassment Cell, Anti-Ragging Cell and Red Ribbon Club of the College ensure promotion of equality among all the students.
- The College conducts UGC/CSIR-NET classes for the postgraduate students of the departments of Economics, English, Chemistry, Commerce, Mathematics, Physics and Sociology.

File Description	Document
Upload any additional information	[View Document](#)
Link for additional information	[View Document](#)

2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

Response:

The College follows an integrated approach in teaching by combining traditional teaching methods with ICT enabled tools to make the teaching-learning process more engaging and effective. The faculty has the required skills to use new digital tools to help students achieve high academic standards. The use of ICT tools by the faculty has enabled better and swifter communication and delivery of curriculum in an effective way.

- The College has a Wi-Fi enabled campus with 300 mbps bandwidth. There are 55 classrooms and 07 smart classrooms with easy access to ICT tools which helps the teachers and students to utilise the e-resources.
- The faculty members form section-wise WhatsApp groups and ask the students to join these groups. They also create Google classrooms for each subject. These online platforms are used for sharing reading material, assignments and e-books from time to time.
- The faculty has created e-Content in the form of PDFs, PPTs and YouTube lectures, thereby forming a repository of knowledge available on the Library Blog. All the departments of the College have contributed to this, wherein, study material related to the prescribed syllabus is made available to the students.
- The faculty makes use of PowerPoint presentations to facilitate audio-visual learning.
- FDPs and Orientation Programmes are conducted regularly to familiarise and update the faculty with knowledge and skills to use contemporary digital tools. This enabled the faculty to overcome the challenges posed by COVID-19 and resulted in smooth and complete transition to different online platforms, like, Google Meet, Zoom, Microsoft Team, Webex etc. for online classes.
- During COVID, the faculty of Science departments used various open source virtual laboratories to provide access to simulation based labs. The faculty of Department of Chemistry conducted live experiments in the College laboratories and made videos which were shared with the students for their practical sessions.
- Departments make use of e-books, educational podcasts, Ted Talks, and YouTube content to facilitate the teaching-learning process. The faculty also encourages the students to use online portals like virtual labs, SWAYAM, and IIT Spoken Tutorial.
- The College library uses automation software-SLIM-21, N-List and NDLI for access to various digital learning resources. It provides accessibility to e-resources such as INFLIBNET, N-List, DELNET to faculty and students. The library subscribes to online as well as print journals to broaden the knowledge base of the students. The library also has 10 computers accessible to the faculty for easy access to electronic resources.
- Computer labs and smart laboratories are regularly updated with the latest software to ensure maximum benefit to students.
- The Research Lab equipped with computers is there to facilitate and encourage research.
- The Conference Room and Hari Singh Nalwa Hall (Multipurpose Hall) are used to conduct seminars, guest lectures, and presentations using LCD projectors. Both of them are adequately equipped with the latest ICT tools.

File Description	Document
Upload any additional information	[View Document](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	[View Document](#)

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

Response: 44.55

2.3.3.1 Number of mentors

Response: 162

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	View Document
mentor/mentee ratio	View Document
Circulars pertaining to assigning mentors to mentees	View Document

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 98.59

File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	View Document
List of the faculty members authenticated by the Head of HEI	View Document
Any additional information	View Document

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 53.84

2.4.2.1 **Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
104	96	93	96	90

File Description	Document
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. and number of full time teachers for 5 years (Data Template)	View Document
Any additional information	View Document

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

Response: 10.06

2.4.3.1 **Total experience of full-time teachers**

Response: 1699.62

File Description	Document
List of Teachers including their PAN, designation, dept and experience details(Data Template)	View Document
Any additional information	View Document

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

Response:

The College is affiliated to Panjab University Chandigarh and is guided by its regulations with regard to examination, internal assessment as well as evaluation. The Office of the Controller of Examination (COE) in the College ensures effective implementation of all these regulations. The office ensures smooth conduct of examination (internal and external), evaluation of answer sheets and timely submission of internal assessment to the University.

As far as fairness and transparency in awarding internal assessment is concerned, the College has an efficient mechanism which is robust in terms of frequency and mode.

Internal Assessment Criteria

- The internal assessment is marked twice in every academic session before the commencement of Final Semester Examination.
- As per Panjab University guidelines, 10% to 20% marks in each paper depending on the course/programme are awarded through internal assessment while remaining 80% are awarded on the basis of performance of the students in final examinations.
- Faculty members consider marks obtained in MSTs, attendance, assignments, class tests, projects

and presentations etc., while awarding internal assessment.

- The faculty also gives due weightage to students' participation in sports and extracurricular activities for awarding internal assessment.

Transparency in Internal Assessment Mechanism

- The students are informed about the assessment criteria in the beginning of the academic session.
- The students are repeatedly instructed at regular intervals to attend classes, appear for MSTs and submit assignments/projects on time. Their performance on these parameters gets reflected in their internal assessment.
- For maintaining attendance records, daily attendance of the students is uploaded on the College software (Campuswhizz).
- The date sheet of mid semester exam is prepared by the office of COE for each semester and is circulated among Faculty WhatsApp Group, student groups and is also displayed on the College website.
- After evaluation of answer sheets faculty members discuss the question paper and show the answer sheets to students in classes and grievances or discrepancies are solved to the students' satisfaction.
- Marks obtained in MSTs are uploaded on the College software (Campuswhizz) by the faculty.
- Faculty maintains a proper record of written assignments, class tests projects etc. and considers all the above parameters for awarding internal assessment.
- The students and parents are duly informed about their attendance and examination awards through SMS, letters, telephone calls and conducting Parent Teacher Meetings (PTMs).
- The COE office compiles the record of the internal assessment of all classes and forwards it to the University.

File Description	Document
Any additional information	[View Document](#)

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

Response:

The College is affiliated to Panjab University, Chandigarh and follows the guidelines for the conduct of examinations provided by the University.

- The College conducts Mid Semester Tests in both odd and even semesters. Final examination is conducted at the end of each semester as per the date sheet released by the University. Overall performance of the students is assessed on the basis of internal assessment and external examination. As per the guidelines, 10% to 20% marks, depending on the course/programme are awarded through internal assessment and rest on the basis of external examination.
- The date sheet for internal and external examination is displayed well in time on the College Website for the information of students.
- The College has a robust mechanism for redressal of grievances of the students regarding any query or problems concerned with internal examination. The office of Controller of Examination (COE)

of the College ensures that the process of handling examination related grievances is transparent, time bound, efficient and in the best interest of students.

- Any discrepancy or grievance regarding internal examination (Mid-Semester Test) is addressed by the concerned subject teachers. The teachers show and discuss the answer sheets of Mid-semester tests with the students.
- Students who do not appear in Mid-semester tests on medical grounds/sports and other competitions are given class tests/assignments.
- The Controller of Examination is easily accessible to the students for resolution of any exam-related grievance. The student can appeal to the Principal, if not satisfied.
- The Controller of Examination timely attends to the discrepancies related to the examination conducted by Panjab University and contacts the university for early redressal. Grievances related to the University Examination are taken on priority basis and are sent to the concerned university authority. The grievance related to setting of the question paper is dealt with immediately and the letter regarding the discrepancy is sent to the Controller of Examination, Panjab University.
- The University provides a window of 15 days for redressal of result related grievances (Re-evaluation). The University has also given the provision of getting a copy of the answer sheet through RTI to the students.
- If any student is incorrectly marked absent in the final result declared by the University and the result of the candidate is withheld, the said student can approach the Examination Branch of the College, which forwards his/her grievance to the Controller of Examination. The office of COE after due verification of documents sends the duly certified attendance sheets to the University so that the result can be rectified and declared.
- The Examination Branch of the College uploads the Internal Assessment of each subject provided by the concerned faculty on the University portal. If there is any typological error while uploading the marks, the student can approach the COE of the College, who after due verification forwards the correct marks to the University through the Principal of the College.

2.6 Student Performance and Learning Outcomes

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

Response:

The College offers a number of undergraduate and postgraduate programmes in Science, Humanities and Commerce like BA, BCom, BCA, BSc Medical & Non-Medical, Biotechnology (H), MA in Economics, Sociology, Punjabi, English, MSc in Mathematics, Physics, Chemistry, Zoology, Biotechnology, Microbial Biotechnology and Information Technology. The College also offers skill-based programmes namely Diploma in Journalism and Mass Communication, Honours in certain subjects and Add-on courses. Each programme has its own unique and well-defined outcomes. Programme outcomes encapsulate a broad spectrum of knowledge, skills, abilities and attitude that students gain during their pursuit of higher education at the graduate and postgraduate levels. Further, each programme has various courses like Marketing, Management, Finance, Taxation, Law etc. in the BCom programme. The course outcome is the specific learning outcome derived from the curriculum of each course/subject.

The course content (syllabi) for undergraduate and postgraduate classes is provided by Panjab University, Chandigarh. The University, however, does not mention/outline the programme and course outcomes. The faculty of different departments identifies and outlines the programme and course outcomes of their respective subjects after due deliberations to promote outcome-based education.

These programme/course outcomes are communicated to the stakeholders such as, teachers, students and parents through following modes:

- The faculty of the College is well aware of the programme /course outcomes. The College encourages the faculty to attend workshops, seminars, conferences and FDPs to enrich themselves with the programme /course outcomes of their respective disciplines.
- Some of the faculty members are the members of syllabi framing committees and also are the members of PG and UG Board of Studies of Panjab University. These faculty members are actively involved in the process of syllabi framing and improving the outcome of the courses.
- The programme and course outcomes are uploaded on the College website to make the students aware. The students after reading these outcomes can visualise what they will be able to do and achieve at the end of the programme.
- The faculty in-charges for admission to different courses make a special effort in explaining the programme /course outcome to the admission seekers. This helps them to opt for the programme/course according to their interest.
- These outcomes are also explained to students in orientation programmes.
- The students are also introduced to the programme and course outcomes in their respective classes at the commencement of each semester and these are also shared and discussed in mentoring groups.
- Successful alumni are also invited to interact with both students and teachers at events/functions and meetings where they share how the course opted by them shaped their career thus helping present students to understand and relate better with the specified course outcomes.

File Description	Document
Past link for Additional information	View Document

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

Response:

The attainment of programme/course outcome is evaluated on the basis of following parameters:

Academic Measures

End semester Examination: The students are evaluated and guided throughout the year to improve their performance. The College holds Semester Examinations as per the schedule provided by the affiliating university through which the College measures programme outcomes based on the course attainment level fixed by the programme. This is the direct evaluation measure.

Internal and External Assessment: Students are assessed through Mid Semester Examination (MSTs) as

well as through routine evaluation which is done through oral/written tests conducted in the classrooms. The students are also evaluated on the basis of assignments, class participation, seminars, projects and presentations. The MSTs as well as the written class tests are conducted according to the examination pattern followed by the university so that the students can prepare and perform better in the final examinations.

- Students are also evaluated for practical examinations conducted by the external examiner appointed by the affiliating university. This evaluation is done through Viva-Voce, group discussions and Lab practicals (for science departments).
- The data of the marks obtained by the students in final exams is analysed to calculate the pass percentage and compare the result with the university pass percentage. The marks obtained by the students in MSTs, class tests, assignments etc. forms the basis for internal assessment.
- The learning outcomes of the meritorious students can be assessed from the ranks of the students who are placed on the university merit list.
- Achievers are felicitated on Annual Prize Distribution Function in categories such as - All Round Best Student of the Year, Meritorious students of various streams, Roll of Honour for Academics, and College Colour for outstanding achievement in extracurricular activities. The students are also felicitated with certificates of merit for their achievement in different academic and extracurricular activities.

Feedback Evaluation: The feedback taken from students, alumni and parents is another important method of measuring attainment level of students in terms of programme and course outcome as well as to understand the impact of teaching learning process.

- The faculty is also required to mention the pass percentage of their respective classes in their Annual Confidential Reports (ACRs). The results are discussed in the respective department meetings to formulate appropriate strategies for better performance of the students. Reasons for under-performance of the students are identified and appropriate remedial measures are suggested.

Placements, students' progression and alumni as indirect measures

- Number of students placed on-campus and off-campus is an indirect measure of the course/programme outcome.
- Student Progression is another indicator of programme/course outcome. Students are encouraged to pursue higher studies both in India and abroad. While some choose to remain in discipline-centred courses, others choose specialised or professional courses.
- The alumni of the College occupying prestigious positions stand testimony to the achievement of course/programme outcome.

Besides above parameters, achievement of programme and course outcome is measured also in terms of the confidence and discipline the College instils in them.

File Description	Document
Upload any additional information	[View Document](#)

2.6.3 Average pass percentage of Students during last five years

Response: 83.23

2.6.3.1 **Number of final year students who passed the university examination year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1843	1826	1247	1107	1332

2.6.3.2 **Number of final year students who appeared for the university examination year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1845	1831	1645	1679	1781

File Description	Document
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View Document](#)
Upload any additional information	[View Document](#)
Paste link for the annual report	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.28

File Description	Document
Upload database of all currently enrolled students (Data Template)	[View Document](#)

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)

Response: 40.25

3.1.1.1 **Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
0	2	28.15	4.1	6

File Description	Document
List of endowments / projects with details of grants	[View Document](#)
e-copies of the grant award letters for sponsored research projects / endowments	[View Document](#)

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

Response: 9.47

3.1.2.1 **Number of teachers recognized as research guides**

Response: 16

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 23.53

3.1.3.1 **Number of departments having Research projects funded by government and non-government agencies during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
4	4	7	4	1

3.1.3.2 **Number of departments offering academic programes**

2020-21	2019-20	2018-19	2017-18	2016-17
17	17	17	17	17

File Description	Document
Supporting document from Funding Agency	[View Document](#)
List of research projects and funding details	[View Document](#)

3.2 Innovation Ecosystem

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

Response:

The College has an effective innovation ecosystem in place to support the faculty and students.

Research Cell

The Research Cell facilitates and provides valuable guidance to promote research. The faculty is encouraged to apply for research grants, guide Ph.D students, publish papers in reputed journals and collaborate with other academic institutes for research.

Research Facilities

- An ICT enabled Centralized Research Lab.
- Well equipped library with an adequate number of ICT enabled workstations, books, journals, magazines and e-resources
- The College provides high speed Wi-Fi connection for accessing online resources.
- Development of a mini-urban forest 'Guru Nanak Sacred Forest' with numerous native species has evolved into a unique source of research across different disciplines. Collaboration with several Government bodies for further development and expansion of the Forest is under process.
- The rare, exotic and endemic plants in Botanical Garden of the College are used for research by the Department of Botany, Zoology and Bio-Technology.

Research Support

The UGC Cell and the office of RUSA also facilitate research and act as a bridge between faculty and funding agencies. The UGC Cell has applied for Research Centres in Commerce and Economics.

Seminars, Conferences and Capacity Building Initiatives

Different departments of the College organise webinars, online conferences, workshops, expert lectures and capacity building workshops to develop and strengthen research skills of the faculty. **Research Projects and Summer Training for Students**

The students undertake research projects and work under the supervision of their respective faculty. The College facilitates their training by guiding and recommending companies where they can undergo training. Apart from that, Science Day organised by Science Departments under the leadership of Dean Sciences provides a platform to students to present their projects and exchange ideas with experts.

Innovation Cell

Innovation Cell of the College persistently works towards creating an ecosystem to foster the culture of innovation and promote research among students and faculty. The cell encourages students to work on new ideas and start-ups. It was set up in the year 2020-21 as per the norms of the Innovation Cell, Ministry of Education-Government of India.

- The Cell organises seminars and lectures to stimulate young minds and sharpen their entrepreneurial skills.
- An MoU was signed with Regional Centre for Entrepreneurship Development, Chandigarh on January 14, 2021 to encourage the innovative and entrepreneurial ventures of students.
- Young entrepreneurs are regularly invited to share their experiences and success stories.
- The Cell also participated in the National Innovation and Startup Policy (NISP) campaign. Institutional policy on Innovation and Startup as per the guidelines of NISP is being drafted.

Resource Centre for Soft Skills Development and Training

The committee helps to promote necessary soft skills among students which are transformative skills required for innovation and growth. Using hands-on approach, the students are trained in the key soft skills, like personality development, goal-setting, critical thinking, time management, stress management, interpersonal skills, team work, and communication skills.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

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

Response: 59

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

2020-21	2019-20	2018-19	2017-18	2016-17
19	12	9	8	11

File Description	Document
Report of the event	[View Document](#)
List of workshops/seminars during last 5 years	[View Document](#)

3.3 Research Publications and Awards

3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years

Response: 2.63

3.3.1.1 **How many Ph.Ds registered per eligible teacher within last five years**

Response: 42

3.3.1.2 **Number of teachers recognized as guides during the last five years**

Response: 16

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	[View Document](#)
Any additional information	[View Document](#)
URL to the research page on HEI website	[View Document](#)

3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years

Response: 0.99

3.3.2.1 **Number of research papers in the Journals notified on UGC website during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
57	45	29	26	19

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document
Any additional information	View Document

3.3.3 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.68

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

2020-21	2019-20	2018-19	2017-18	2016-17
22	19	26	24	30

File Description	Document
List books and chapters edited volumes/ books published	View Document
Any additional information	View Document

3.4 Extension Activities

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

Response:

In its pursuit of holistic development of students, the College organises various extension activities under the banner of NSS, NCC, Equal Opportunity Cell, Dharat Suhavi Environment Society, Red Ribbon Club, Campus Beautification Committee, Legal Literacy Club and Electoral Literacy Club. These extension activities instil the sense of social responsibility among the students and sensitise them towards social issues.

03 NSS Units comprising of more than 300 volunteers and 3 Programme Officers carry a number of extension activities in the College and in the neighbouring village, Kaimbwala. The enthusiastic NSS volunteers visit the village and perform Nukkad Natak, organise awareness rallies and conduct door to door campaigns to sensitize the villagers on various issues, like, drug abuse, girl education, cleanliness, physical fitness and mental health etc. They have conducted surveys on issues like, digital literacy, employability

skills among women and water conservation etc and have addressed environmental issues through activities like digging of compost-pit, solid-waste management, installation of green and blue dustbins and tree plantation

Dharat Suhavi Environment Society of the College sensitizes the students about waste management, avoiding plastic usage and conservation of water, energy and environment through Tree Plantation Drives and celebrating Green Consumer Day, World Environment Day, World Water Day and Akshay Urja Diwas.

Campus Beautification Committee puts in consistent efforts to maintain and beautify the College lawns and has sensitised the students to healthy eating habits.

Red Ribbon Club organises awareness programmes to acquaint students with the risk and problems of the diseases like AIDS and cancer plaguing the society.

The impact of these extension activities can be ascertained from the fact that:

· NSS volunteers organised free eye and dental check-up camps, blood donation camps and cancer screening camp.

· They set up charity stalls for patients suffering from cancer in PGIMER Chandigarh and also participated in Project 'Saarthi' to help patients in the OPD,

· 48 NSS volunteers visited Red Cross Society Old Age Home, Panchkula and spent quality time with the residents.

- NSS volunteers spent two hours in Chandi Kusht Ashram and donated clothes and fruits.
- NSS volunteer, Rahul Raj Rana was awarded the prestigious Indira Gandhi NSS Award for his contribution to social service.

· The students conducted Donation Drive for victims affected by Punjab floods, and collected and donated Rs 12890/- to Khalsa-Aid Organisation.

· Dharat Suhavi Environment Society distributed bags made from used clothes, sold Handmade jute bags to promote the reuse and recycle policy

- Students distributed eatables, woollen clothes, masks and sanitizers in economically challenged localities during COVID and also organised Two Day Donation Stall to collect old and reusable items to promote the concept of reduce, reuse and recycle

Apart from the above, the College has promoted distribution of *langar* in biodegradable leaf plates, thereby, discouraging the use of disposable plates and gifting saplings to guests and dignitaries instead of bouquets under Saugaat-Gift a sapling scheme

The details have been specified in 3.4.3.

File Description	Document
Paste link for additional information	[View Document](#)

3.4.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Response: 4

3.4.2.1 **Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
1	2	1	0	0

File Description	Document
Number of awards for extension activities in last 5 year	[View Document](#)
e-copy of the award letters	[View Document](#)

3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

Response: 66

3.4.3.1 **Number of extension and outreached Programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
19	16	14	12	5

File Description	Document
Reports of the event organized	[View Document](#)
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	[View Document](#)

3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years

Response: 9.14

3.4.4.1 **Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
969	340	744	643	351

File Description	Document
Report of the event	View Document
Average percentage of students participating in extension activities with Govt or NGO etc	View Document

3.5 Collaboration

3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year

Response: 276

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

2020-21	2019-20	2018-19	2017-18	2016-17
81	49	51	49	46

File Description	Document
Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship	View Document

3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years

Response: 13

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

2020-21	2019-20	2018-19	2017-18	2016-17
8	5	0	0	0

File Description	Document
e-Copies of the MoUs with institution/ industry/corporate houses	View Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document
Any additional information	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

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

Response:

The College has a conducive environment having adequate infrastructure and physical facilities to promote intellectual growth and scholastic pursuits. The College has a sizable area of 15 acres, is centrally situated, well connected through the city transportation facilities and located in the close proximity of major heritage and tourist attractions of the Tri-city.

- The entire College campus is divided into three blocks: Arts, Science and Postgraduate Blocks which are well connected through ramps and handrails to facilitate differently abled students.
- There are 55 classrooms, 26 fully ventilated and spacious laboratories and 07 well-equipped smart classrooms. There is an ICT enabled Conference Hall and Hari Singh Nalwa (Multi-Purpose) Hall equipped with LCD Projector.
- There are 18 staff rooms for different departments along with a common staff room for the faculty.
- There are four laboratories, one smart laboratory and a store room in Department of Computer Science; five laboratories and a store in Department of Chemistry; two laboratories and one Herbarium in Department of Botany; two laboratories, one smart laboratory, one store room and a dark room in Department of Physics; two smart laboratories, one museum and a store in Department of Zoology; four laboratories, one smart laboratory, one Bioinformatics laboratory, Animal Cell Culture Facility, a Research laboratory and a store in Department of Biotechnology.

       The laboratories have all kinds of necessary equipment and apparatus which are regularly upgraded by making new additions as per requirement. UV Spectrophotometer, Spirometer and UV Transilluminator and High Precision Weighing Balance, Analog Oscilloscope, Egg Incubator, Conductivity Meter with TDS are a few latest additions to the science laboratories.

- The College library has an open access system through OPAC/ WEBOPAC service that provides easy access to online catalogue. The three databases, viz., N-LIST, DELNET and National Digital library of India (NDLI) have been subscribed by the library. There is a Braille Section for visually impaired students. Most of the departments have their own Book Bank for needy students.
- There are 144 computers in the College to facilitate e-learning and enhance overall teaching-learning experience. The College has a separate Research Lab for the faculty equipped with an adequate number of computers.
- 102 CCTV cameras have been installed at specific points to keep strict vigilance.
- Canteen-cum-Cafeteria, Stationery Shop and a Juice Shop cater to the requirement of students and staff.
- The College also has a Girls' Common Room with adequate furniture, a sanitary napkin vending machine, incinerator and a washroom.
- Boys' Hostel with 73 rooms and with accommodation for around 275 students is equipped with facilities such as a Study Room, Fitness Centre and a Common Room etc. Accommodation for girl students is provided in the Girls' Hostel of Guru Gobind Singh College for Women situated adjacent to the College building.

- Guru Nanak Sacred Forest and Botanical Garden with a wide variety of rare herbs and medicinal plants acts as a research hub for the students of Science Departments.

File Description	Document
Upload any additional information	[View Document](#)

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

Response:

The College persistently strives to create an environment for overall growth and development of students by providing them with all the necessary facilities for cultural activities, sports and games (indoor/outdoor) in the College campus. This helps in the balanced growth of the students and also instils the spirit of competition, cooperation and teamwork among the students.

Facilities for Sports

The College is unparalleled in the field of sports and is a proud winner of the coveted Sir Shadi Lal Trophy for 11 consecutive years amongst 188 colleges affiliated to Panjab University, Chandigarh. The College is equipped with the best infrastructure for sports. The highly qualified and dedicated faculty of the Department of Physical Education works tirelessly to nurture and train the sports persons. There are separate Playgrounds and Courts for different games and sports. and Fitness Centre furnished with advanced equipment. In addition, various incentives such as Fee Concession, Sports Stipend, Free Hostel accommodation, Free Mess Facility and Scholarships are provided by the College to the sportspersons. The students represent the College at Inter College, All India Intervarsity, National and International level competitions. Students excelling in sports are awarded Roll of Honour/ College Colour depending on their achievement. Following are the details of sports facilities provided to the students which are constantly upgraded over the years.

- Baseball Ground
- Two Basketball Courts (Synthetic 28x15 m., estd. 2019, Concrete 28x15 m., estd. 2006) user rate = 50
- Volleyball Court (18x9 m., estd. 2006) user rate = 48
- Archery Range
- Lawn Tennis Court (23.77x8.23 m., estd. 2019)

The College also has well-maintained playgrounds for:

- Kabaddi
- Kho-Kho
- Netball (30.5x15.25 m., estd. 2006) user rate = 11
- Ball Badminton
- 10m Shooting Range (estd. 2007)
- Table Tennis Court (2.74x1.525 m., estd. 2009) user rate = 15

Facilities for Cultural Activities

For the promotion of cultural values and creative pursuits, the College actively engages the students through participation in various Intra-College competitions, Inter-College, Zonal and Inter- Zonal Youth and Heritage Festival. A number of clubs and societies of the College, namely, Drama Club-Paigam, Dance Group T-REXXX, Young Speakers Association, Mosaic Literary Club, Expression Club etc. are engaged in promoting cultural activities among students. The office of Dean Cultural Affairs coordinates with the faculty in-charges for different cultural items as well as instructors and students for participation in competitions. Infrastructure and physical facilities for the promotion of cultural activities provided by the College are:

- Air-conditioned Conference Hall (43'10"x24ft.)
- Multipurpose Hall (42'9"x61ft.)
- Open Air-Theatre (43'6"x71'5")
- Open Stage (24ft x 31.25ft.)

Facilities for Fitness and Yoga

A well-equipped Fitness Centre in the Boys' hostel and Gymnasium in Girls' hostel promote the goal of health and fitness among students.

Yoga activities are regularly conducted by NSS units in the College grounds.

File Description	Document
Upload any additional information	[View Document](#)

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. *(Data for the latest completed academic year)*

Response: 15.79

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 9

File Description	Document
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View Document](#)
Paste link for additional information	[View Document](#)

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 23.06

4.1.4.1 **Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
42.24	150.75	180.72	128.34	57.11

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	[View Document](#)
Upload audited utilization statements	[View Document](#)

4.2 Library as a Learning Resource

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

Response:

Bhai Kahan Singh Nabha Library of the College is fully air conditioned, wi-fi enabled and provides an immense academic support for teaching-learning activities in the College. The library covers an area of 328.87 sq.mt. consisting of:

Reading and Digital Lounge Area: 159.14 sq.mt.

Stack Area: 109.34 sq.mt.

Other Services Area: 60.38 sq.mt.

- The library has seating capacity of more than 80 readers.
- The library operations and services have been fully automated since 2005. The details of current software are as below:

  Name of the Software   :   iSLIM

  Version   :   1.7.1.11666

  Year   :   2017 (automated with SOUL software since 2005)

- iSLIM software provides the computerization of library resources with a barcoding system. It also provides the facility of OPAC/WEBOPAC and stock verification. The WEBOPAC i.e., Online Public Access Catalogue module of the software allows library database searching by entering

- preferred terms and is mainly used for information retrieval.
- The Braille Section equipped with 01 computer and special LEX instant reader and scanner caters to the requirement of visually impaired students. Some books and magazines have also been purchased for them.
- The Library has a rich collection of 51,699 books on various subjects such as Humanities, Basic Sciences, Commerce, Computer Science, Social Sciences, Biotechnology, Languages, General Knowledge and other related areas. It also subscribes to 16 newspapers, 62 Journals/Magazines including 22 e-Journals.
- The College library subscribes to two databases, viz., N-List and DELNET and is a member of National Digital Library of India (NDLI) for accessing online resources. Remote access to N-List, DELNET and NDLI are provided to faculty members. However, students are provided with remote access to DELNET and NDLI databases.
- A repository pool of approximately 250 e-lectures in the form of PPTs, PDFs, Recorded Lectures, Weblinks, is available on Bhai Kahan Singh Nabha Library Blog (https://librarysggs.blogspot.com/p/e-learning_8.html).
- The Digital lounge on the ground floor of the Library is equipped with 10 workstations for faculty to enable access to e-resources for their academic pursuits. In total, there are 14 computers in the library linked and accessible through Intranet. Three printers, one barcode scanner and one professional scanner are also available. Internet connection of 300 Mbps is available through LAN.
- The library Advisory Committee of the College, headed by the Principal assesses and recommends measures to be taken for the enrichment and upkeep of the library.
- The library staff is student-friendly and is accessible from 9:00 A.M. to 4:00 PM to facilitate the issue and return of books for the students and faculty.
- At the beginning of every session, HODs of various departments in consultation with the staff members prepare lists of books and journals required for their respective departments. These requirements are subsequently approved by the Principal and sent to the Library for purchase of the same.
- The Library resources are augmented every year with many new editions and titles for the students.

4.2.2 The institution has subscription for the following e-resources

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership
4. e-books
5. Databases
6. Remote access to e-resources

Response: A. Any 4 or more of the above

File Description	Document
Upload any additional information	<u>View Document</u>
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)	<u>View Document</u>

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 3.35

4.2.3.1 **Annual expenditure of purchase of books/e-books and subscription to journals/e- journals year wise during last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
2.13	4.64	2.85	3.17	3.95

File Description	Document
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the last five years (Data Template)	<u>View Document</u>
Audited statements of accounts	<u>View Document</u>

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

Response: 1.31

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

Response: 97

File Description	Document
Details of library usage by teachers and students	<u>View Document</u>
Any additional information	<u>View Document</u>

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

The College constantly upgrades its IT facilities including Network, Internet and Wi-Fi in order to ensure an effective teaching learning process. System Manager, SES Data Centre and IT Technician help to maintain and support LAN, Network connection and other IT Infrastructure and facilities. SES Data centre helps to provide and manage Wi-Fi campus network and coordinates with IT Technician for better utilisation and management of IT resources

Hardware Infrastructure:

- The College has 180 computers in total. 144 computers are available for academic purpose, of which 10 computers are provided in the research lab for research related needs. The College uses HP, Lenovo and Dell workstations. There are 27 printers, 04 scanners, 14 projectors and 08 interactive boards available in the College.
- 36 computers are being used for administrative purpose, of which 10 computers are available in the library with internet facility for easy access to electronic resources and others are being used by different offices of the College.
- 102 CCTV cameras have been installed at specific points to for the safety and security of the College.

Software Infrastructure

- All the computers in the College are supported by internet bandwidth of 300 mbps for seamless internet facility.
- Computers are equipped with latest software such as Office 2016(std), OfficeProPlus 2013 SNGL OLP NL Acdmc, Win10 Pro, WinPro 8.1 SNGL Upgrd OLP NL Acdmc, Adobe Photoshop Extended, Oracle 11g Standard Edition (Permanent license), Win SL 8.1 SNGL OLP NL Acdmc Legalization GetGenuine,VSPro 2013 SNGL OLP NL Acdmc, WinSvrStd 2012 R2 SNGL OLP NL Acdmc 2Proc etc. Labs are connected by structured networking through switches. One computer lab completely operates on Ubuntu.
- The College provides all standard computational and scientific typesetting packages such as Java, Oracle, Photoshop, MYSQL, Visual Studio 2010 etc.
- The College website is regularly maintained and upgraded by Website Updation Committee.
- The library operations and services have been fully automated with Integrated Library Management System (ILMS) software iSLIM (Version: 1.7.1.11666). iSLIM software has computerised library resources with a barcoding system. It also provides the facility of OPAC/WEBOPAC. The WEBOPAC, i.e., Online Public Access Catalogue module of the software helps to search library databases for information retrieval. In addition, the College library has subscribed to the DELNET (Developing Library Network) database to promote resource sharing with other libraries.
- Library Blog (https://librarysggs.blogspot.com/) provides a platform to the students for accessing syllabus, university question papers, College news, new arrivals in the library, open educational resources and e- content developed by the faculty.
- Campus Whizz software has completely automated the admission process, attendance marking and uploading of MST marks of students.
- The Accounts branch maintains books of accounts through TALLY Software ERP 9.
- The bandwidth of the internet leased line has been upgraded from 100 mbps to 200 mbps in 2018 and to 300 mbps in 2020. The College Campus Networking has been upgraded with Fibre Optics

Network for providing the internet facility and software connectivity to all the departments since December 2017.

.

File Description	Document
Upload any additional information	[View Document](#)

4.3.2 Student - Computer ratio (Data for the latest completed academic year)

Response: 50.12

File Description	Document
Upload any additional information	[View Document](#)

4.3.3 Bandwidth of internet connection in the Institution

Response: A. ?50 MBPS

File Description	Document
Upload any additional Information	[View Document](#)
Details of available bandwidth of internet connection in the Institution	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

Response: 76.94

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

2020-21	2019-20	2018-19	2017-18	2016-17
189.16	349.87	383.17	428.88	424.42

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View Document
Audited statements of accounts	View Document

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

Response:

Academic Buildings: Construction, maintenance and repair of academic buildings is done under the supervision of the Registrar. The HODs intimate the Principal about the renovation work required to be done in their respective departments. Purchase committees are formed to independently review and evaluate the purchase documents like quotations and recommend the most appropriate supplier considering the price and quality.

Library: A register is maintained to record the entry of visitors. All new books and journals are entered into library accession registers. Book Binder maintains and repairs the documents. Damaged /lost books are written off as per procedure mentioned in the Panjab University Calendar. Stock taking of the library resources is duly carried out and the reports are submitted to the Principal. The Library Advisory Committee recommends augmentation of library resources on a regular basis. The Librarian is assisted by her support staff - Restorer, a Cleaner and a Library Clerk to ensure efficient and smooth functioning of the library.

Science Laboratories: Routine maintenance of science laboratories falls under the supervision of lab attendants. The outdated equipment and chemicals are disposed of as per protocol. Stock registers are methodically maintained and checked by the teachers in-charge and are verified by the Principal. Stock taking of all the laboratory equipment and materials is carried out annually by the College.

Sports: Sports playgrounds are maintained by the support staff of the Department of Physical Education under the supervision of the Head of Department. Stock registers of sports equipment procured and in-use are maintained. The facilities are upgraded and new equipment is added on a regular basis.

Computer Laboratories: The College has six fully air-conditioned computer labs with Wi-Fi facility. IT technician is responsible for upkeep of the computer labs. A strong Firewall has been installed to protect the computer systems from data theft.

Classrooms: The classrooms are cleaned and painted at the regular intervals. There is a permanent carpenter for repairing the benches and other furniture in the College. Electric equipment is maintained by hiring the services of the electrician.

College Cleanliness and Sanitation Committee: The Cleanliness Committee regularly inspects various parts of the College and takes necessary measures in accordance with the requirement. Regular whitewashing is done in the College and the furniture in the classrooms is also regularly cleaned and painted.

Safety of Students and Staff: Fire safety equipment and CCTV cameras have been installed at various places in the College to ensure timely action against any untoward incident.

File Description	Document
Paste link for additional information	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 1.13

5.1.1.1 **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

2020-21	2019-20	2018-19	2017-18	2016-17
111	65	74	53	73

File Description	Document
upload self attested letter with the list of students sanctioned scholarship	[View Document](#)
Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)	[View Document](#)

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 15.71

5.1.2.1 **Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)**

2020-21	2019-20	2018-19	2017-18	2016-17
337	891	867	1338	1683

File Description	Document
Upload any additional information	
Number of students benefited by scholarships and freeships institution / non- government agencies in last 5 years (Date Template)	

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

1. **Soft skills**
2. **Language and communication skills**
3. **Life skills (Yoga, physical fitness, health and hygiene)**
4. **ICT/computing skills**

Response: A. All of the above

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	
Any additional information	

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 4.52

5.1.4.1 **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
322	433	151	254	351

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	
Any additional information	

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

including sexual harassment and ragging cases

> 1. **Implementation of guidelines of statutory/regulatory bodies**
> 2. **Organisation wide awareness and undertakings on policies with zero tolerance**
> 3. **Mechanisms for submission of online/offline students' grievances**
> 4. **Timely redressal of the grievances through appropriate committees**

Response: A. All of the above

File Description	Document
Upload any additional information	[View Document](#)
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	[View Document](#)
Details of student grievances including sexual harassment and ragging cases	[View Document](#)

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 1.58

5.2.1.1 **Number of outgoing students placed year - wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
64	45	0	5	29

File Description	Document
Self attested list of students placed	[View Document](#)
Details of student placement during the last five years (Data Template)	[View Document](#)

5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 17.74

5.2.2.1 **Number of outgoing student progression to higher education during last five years**

Response: 325

File Description	Document
Upload supporting data for student/alumni	
Details of student progression to higher education (Data Template)	

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)

Response: 50.26

5.2.3.1 **Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations,** *etc.***)) year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
10	24	14	03	03

5.2.3.2 **Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
15	39	20	10	13

File Description	Document
Upload supporting data for the same	
Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template)	

5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

Response: 325

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	66	87	85	87

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year	[View Document](#)
e-copies of award letters and certificates	[View Document](#)

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

Response:

The College is committed to create a democratic environment for the students by providing them with the opportunities to participate in College governance through representation in various committees of the College.

Administrative Level Participation

Student Council

- The election for Student Council is held in the month of September every year strictly following the Lyngdoh committee norms and the core democratic ideals of the College. The Council consists of President, Vice President, Secretary, Joint secretary and Class Representatives. The College issues a notice asking for nominations for Student Council. Once the nominations are received, the credentials and eligibility of the students is scrutinized by a committee appointed for the purpose. Elections are held under the supervision of the Principal and Dean Student Welfare.
- Student Council acts as a link between students and administration. It holds regular meetings to address student complaints, such as, fee submission, hostel timing, parking fee and examination and forwards its constructive suggestions to the higher authorities. It sets up the Help Desks during admissions to assist the faculty and administration. The Council also helps in organising various social, cultural, literary, sports and community-oriented activities.

Other Clubs and Societies

- Students have representation in various bodies such as Dean Student Welfare, Dean Girls Student, Innovation Cell, Placement Cell, IQAC, Electoral Literacy Club, Red Ribbon Club and Gurmat Vichaar Sabha etc. These representatives are selected by the faculty in-charges after verifying their academic and extracurricular achievements.
- These representatives are actively involved in planning and executing the activities of their respective clubs/ societies under the guidance of faculty in-charges.

Representation in Co-curricular and Extracurricular Activities

- The NSS Programme officers issue the notice inviting applications from students for enrollment, finalize the list of students after scrutiny of the applications and forward the same to State NSS Cell. These NSS volunteers attend NSS camps and show robust participation in the events organised throughout the year, such as, tree plantations, cleanliness drives, blood donation drives and awareness campaigns etc. in the College as well as at the adopted village, Kaimbwala.
- During COVID, the students distributed eatables, masks and sanatizers in economically challenged localities and also arranged and distributed packed food to more than 300 migrant workers waiting to leave for their native places during the lockdown.
- Dharat Suhavi Environment Society of the College ensures student engagement in green initiatives with an aim to promote environmental stewardship in students.
- Students get a chance to exercise their literary skills by contributing in the annual College magazine 'Agammi Jyot'. Student editors for each section of the College magazine are selected by faculty in-charges of different sections.
- Talent Hunt is organised at the beginning of every session to short list the students for participation in different cultural and literary items. Selection of students for certain items is done on the basis of auditions.
- Students are also proactively engaged in helping divyangjan students and act as scribes in examinations if required.

File Description	Document
Upload any additional information	View Document

5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 16.2

5.3.3.1 **Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
31	22	10	11	07

File Description	Document
Report of the event	[View Document](#)
Number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions (Data Template)	[View Document](#)

5.4 Alumni Engagement

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

Response:

The College has a strong Alumni Association that connects and engages the alumni with their alma mater and keeps them in touch with the development and the challenges faced by the College. The College organises an Alumni Meet annually, where the alumni make suggestions to improve the College infrastructure and teaching-learning methods and also interact with students. Alumni Satisfaction Survey and Alumni Feedback are integral part of the Meet.

A student driven alumni committee 'Campus Connect' has been constituted in 2020-21 to ensure consistent engagement with the alumni. A team of five students from diverse streams acts as a bridge between the alumni and the College. The Alumni of the College is serving the nation at various prestigious positions and are actively involved in the betterment of the College and students by providing financial and other support services. Registration of Alumni Association, however, is in process.

Financial Support

- In 2018-19, Alumni Association sponsored events under Expression Club and also funded Braille Corner in the Library for visually impaired students.
- In 2019-20, S. Davinder Singh, the Alumni sponsored a sum of Rs 29,145/- towards the fees of six students.
- In 2020-21, the alumni donated an amount of Rs 62,251/- towards education of economically weak students. Mr Varinder Garg and Mrs Indira Gupta, the alumni of the College initiated Smt Kaushalya Garg Award and Sri P.N. Garg Award for excellence which carries a cash prize of Rs 50,000/- each for two girl and two boy students of Commerce.

Other Support Services

- Apart from financial support, the alumni is also extending support in academic, administrative, sports and cultural activities.
- Alumni members are active members in IQAC and Placement Cell and make significant contribution towards their working.
- Competent and trained Alumni contribute as coaches for sports and cultural activities.
- The Innovation Cell of the College invites entrepreneur alumni for motivating and imparting entrepreneurial skills among students.

- A distinguished alumnus of the College, Dr Jatinder Singh, former Deputy Director Animal Husbandry, Punjab contributed towards promoting activities for science students in the College. Mr Surinder Rihal, an alumnus with more than 35 years of experience in film industry has been actively engaged with the students. The College has signed a memorandum with his company 'Music Media Box' to facilitate the College in the course of Diploma in Journalism and Mass Communication by providing training to the students.
- Visits of eminent alumni sportspersons of the College, like S. Balbir Singh (Senior Olympian), Olympian Rajpal Singh, Rupinder Pal Singh (Hockey) and Olympian Manjit Singh (Rower) have helped in inspiring the sportspersons of the College.
- In order to commemorate the Golden Jubilee of the College, a new section named '50 Years in Retrospect-- Alumni Section' was added to the special edition of the annual College magazine 'Agammi Jyot' in which prominent alumni shared their memories and experiences.
- The alumni was also instrumental in organizing organ Donation Registration Camp, Blood Donation Camp and On campus Placement Drive etc.
- During Annual Alumni Meet 2017-18, families of SGGS Alumni Martyrs were honoured.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

5.4.2 Alumni contribution during the last five years (INR in lakhs)

Response: E. <1 Lakhs

File Description	Document
Upload any additional information	[View Document](#)
Link for any additional information	[View Document](#)

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

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

Response:

- The ever evolving Vision and Mission of the College currently aligns with the National Education Policy 2020 that envisages equitable and inclusive education for all. Faculty and students from diverse socio-economic, regional, and linguistic backgrounds of India form the mainstay of the College. Foreign students, differently abled-students and gender representations further enhance inclusivity and diversity. The concurrent aim is to promote academic accomplishments, social responsibility and to instil secular zeal.

- Incorporating universal values of humanity and welfare of all, the teachings and ideals of Sri Guru Gobind Singh Ji (the tenth Sikh guru), after whom the College is named, have acted as the guiding light in formulating the Vision and Mission of the College. Enshrined in the College insignia, our motto: *manas ki jaat sabhe ekey pehechanbo* (all mankind is one), aligns with our Vision to provide inclusive education.

- Various offices like Equal Opportunity Cell, Dean Foreign Students, Dean Girls Students, Concessions and Scholarships, Legal Literacy Cell, NSS and NCC (boys/ girls wing) function diligently to ensure inclusion and accomplish social obligations by organising Community Outreach Programmes. This upholds the Sikh ideals of *sarbat da bhala* (welfare of all) and *seva* (selfless service) and encourages high quality academic research and contributes towards creation and dissemination of knowledge that caters to the needs of the industry and society.

- Further, policy of gender inclusivity is incorporated in our curriculum and co-curricular activities. Gender representation is ensured in the Student Council and in events/activities conducted by the College. The differently-abled and those from different social categories are provided various facilities. Reservations, fee concessions and scholarships are provided for equal and equitable opportunities. Participation and positions at local/ national/ international sports events acknowledge physical endurance and sportsmanship.

- Academic excellence is maintained by use of innovative, student-centric teaching-learning pedagogy and by including relevant and interactive curricula which focuses on the development of critical thinking skills and analytical ability. The College focuses on imparting modern scientific approach to education synthesised with an appreciation of culture, tradition and religion. Therefore, since 2019, the College perspective plan includes academic scholarship and environmental sustainability aligned with preservation of culture and heritage. Infrastructure, ICT and library expansions facilitate fulfillment of these objectives.

- Governance of the College also aligns with its vision of inclusivity with an efficient, decentralised and democratic mode of governance where all its stakeholders participate actively in its academic/non-academic affairs. The Governing Body delegates functional authority to the Principal, who further delegates it to the HODs and Conveners/Co-ordinators of various Committees/Cells/Offices. Students are also provided opportunities to develop administrative and

leadership qualities. Student volunteers are equally involved in organising academic, cultural and social events and also assigned editorial roles in the College magazine.

- The College ensures inclusive governance under the guidance of the Principal with active participation of teachers in various decision-making bodies such as the IQAC, Advisory Council, Centralised Purchase Committee, etc. Teachers appointed as Conveners/Coordinators/Members of various Committees/Cells/Clubs by the Principal have considerable amount of operational autonomy.

File Description	Document
Upload any additional information	View Document

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

Response:

The College promotes and practices decentralisation and participative management in all its academic/non-academic affairs. The staff and the students are involved in the activities conducted by the college as in-charges/members of different Committees/Cells/Offices of the College. The Governing Body and the Principal, along with the IQAC and the Advisory Council play a key role in the formulation of all academic and operational policies of the College. The faculty is duly represented in all the key decision-making bodies. The Offices and Committee positions are opened every two years to ensure greater participation of all the faculty members. The Student Council is constituted annually via elections, conducted as per the University rules. It works to represent the common will of the students and further strengthens the culture of participative management in the College.

The practice of decentralization and participative management in the College is reflected well in its Admission Process. To ensure a smooth experience for the applicants, dedicated committees are formulated to oversee various aspects of the admission process in the College. Over the years this process has evolved and moved from the offline mode to a blended form using both online and offline resources. The staff (teaching and non-teaching) participates in this process and helps make it more streamlined. The Student Council also actively participates in this process by guiding the applicants through the Admission Process. The following Case Study focusing on the admission process of 2020-21 helps exemplify this practice.

In 2020-21, under the leadership of the Principal as the Chief Coordinator, the Dean Admissions and the Nodal Officer designated by the Principal constituted 07 admission committees for centralised admissions and 34 committees for non-centralised admissions to various courses offered by the College. Each committee consisted of a Convenor along with a team of members from both teaching and non-teaching staff responsible for verifying the documents of applicants and making recommendation for admission

accordingly. For Example, six committees were formed for BA I admissions each consisting of four members, one convener, two members from the teaching staff and one member from the non-teaching staff. 04 committees functioned during the morning session, and 02 committees in the evening session. In total, 108 members from teaching staff and 21 members from non-teaching staff were assigned under various committees. Admission cases of foreign students were referred to the Dean Foreign Students. Part payment of fees, Fee concessions and Scholarship requests were marked to the relevant committees. Disputes/doubts concerning eligibility of any applicant were resolved by the Enquiry-cum-Eligibility Committee in consultation with the Principal. The Technical Support Desk assisted the applicants in the online processes such as submission of admission forms and online fee payment. The Help Desk was constituted to attend to all kinds of queries by the applicants. These committees were further supported by the Seating Arrangement Committee, Refreshment Committee, Discipline Committee, Hostel Warden (Boys), Hostel Warden (Girls).

File Description	Document
Upload any additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

For sustainable development, many corrective activities were undertaken to make the campus eco-friendly and to sensitise students to environment issues. The College persistently enriches its floral diversity with various plantation drives with active participation of the students and faculty. The expanding green cover in the campus is a step forward towards reducing the carbon footprint in the vicinity. The College also aims to work on reducing solid waste by adopting 3R's- Reduce, Reuse and Recycle which included composting and vermicomposting for biodegradable solid waste. Energy conservation measures are taken by the College to save energy. Rain-water harvesting system has been set up in the Boys' hostel to collect and store rain water and utilize it further. It is used for watering the Herbal and Botanical Garden.

2020-2021

- The College fosters action-oriented education as per National Education Policy 2020 by adopting innovative sustainable measures towards achieving National Bio-diversity Targets 2020.
- Tremendous efforts have been made to create social consciousness about environmental sustainability by involving youth and academia through collaboration with government and non-government organisations.
- The College initiated a novel idea of creating Guru Nanak Sacred Forest: A Mini Urban Forest on campus with Native Species including 550 trees with 40 native species amalgamating aspects of eco-system, curative and cultural diversity. This initiative is promoting a sustainable environment by preserving biodiversity and reducing the carbon footprint of the region.
- An Observation and Research Centre has been established in the forest to facilitate faculty and students across all streams like Botany, Zoology, Chemistry, Biotechnology, History, Religious and Sikh Studies, and Literature for study, research, and development. Many noteworthy research

publications, presentations, and projects have been undertaken.

- The College also launched an Outreach Programme to spread awareness beyond campus among youth from other Colleges, Schools, University, adopted villages, and community to promote environment sustainability.

2019-20

- Environment sustainability promoted through the creation of a Mini Urban Forest on campus with native species of trees.
- Dharat Suhavi Environment Society celebrated World Environment Day by planting saplings of *Plumeriaalba* (Champa) in the Campus and gifting Tulsi Saplings to the administrative staff.

2018-19

- Environmental Society in association with Gurmat Vichar Sabha celebrated Sikh Environment Day by organising Tree Plantation Drive.
- 3 Days Workshop on creation of a mini forest was organised.
- MulTREEply18-Tree Plantation Drive organized to mark the Van Mahotsav Week.
- An Eco Green project, Saugaat —Gift a Sapling Scheme, was launched.
- Installation of Solar lights and Solar panels in the College hostel to save electricity.
- Adhering to the 'Plastic Waste Management Rules, 2016 given by the Ministry of Environment, Forest and Climate Change; single usage of plastic was banned in the College campus.

2017-18

- Environmental Society conducted Tree Plantation Drive on Van Mahotsav (in collaboration with Campus Beautification Committee and Dept. of Botany).
- Variety of sacred and medicinal plants were plantedCelebrated Labour Day

2016-17

- Organized A Tree Plantation Drive in collaboration with PSCST, Chd

This Institutional Strategic plan has been deployed for a unified approach to promote the Indian Knowledge System through scientific temperament.

File Description	Document
strategic Plan and deployment documents on the website	[View Document](#)

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

Response:

The governance of the College is reflected in its distinct organisational structure leading to an efficient and effective functioning. Decentralisation is ensured by distribution of responsibilities and power among the Advisory Committee, Deans, HODs and Conveners of various Societies/Cells and Committees. Delegation of responsibilities and duties is also implemented in the Administrative Office which functions under the supervision of the Superintendent.

- The College is governed by the Management/ Governing Body – Sikh Educational Society comprising of President, Vice President, Secretary and Joint Secretary.

- The College follows service rules and procedures as provided by UGC, Panjab University, Chandigarh and Director Higher Education, Chandigarh Administration. Conduct rules for Teaching/ Non-Teaching Staff are applicable as per Panjab University Calendar. Recruitment and the promotion of teaching faculty is done according to UGC guidelines.
- The Principal, the Advisory Committee and the IQAC oversee the activities of Academic Departments, Support Services and various Societies/Cells/Committees as well as the Administrative Office.
- A total of **17 Academic Departments** (11 PG Departments and 06 UG Departments) are led by their respective Heads of the Departments. Activities like budget-preparation, subject allocation, distribution of duties of departmental activities/ seminars/ workshops, division of question-paper setting and co-curricular activities are supervised by the Heads of the departments.

- **Support Services** like Dean Student Welfare, Library, Health Centre, Research Lab, Boys' hostel, Botanical Garden, IGNOU Centre, Media Cell, UGC Cell, Discipline Committee etc. provide a strong support mechanism to the faculty and students.

- **Societies/Cells and Committees** have been constituted for holistic development of the students, which include the Centre for Sikh Religious and Cultural Studies, Gurmat Vichaar Sabha, Counselling and Mentoring Cell, Student Council Parent Teacher Association, , Dean Student Welfare, and others.
- **Societies for Environmental Awareness and Sustainability** namely, Dharat Suhavi Environment Society, Campus Beautification Committee, Guru Nanak Sacred Forest Committee, Paws Humane Society, BAAZ Birdwatchers' Society and Waste Management Committee are working actively to develop an environmentally conscious campus.
- **Departmental Societies** such as Biotech Society, Expressions Club, Chemical Society, Dr Salim Ali Zoological Society, Mosaic Literary Club, Young Speakers' Association, Panja ab, Punjabi Sahit Sabha, SGGS College Physics association, Techmates Club, The Economics Society, Prof. Puran Singh Science Society, Mahakavi Santokh Singh Hindi Literary Society organise curricular and extra-curricular activities of various departments in the College.
- **Extension and Outreach Programmes** like NCC, NSS, Equal Opportunity Cell, Electoral Literacy Club, Unnat Bharat Abhiyan, Legal literacy Cell and Red Ribbon Club etc. work towards orientation of students to community services.
- **Professional Development Cells** namely Training and Placement cell, Resource Centre for Soft Skills Development and Training and Spoken Tutorial-IIT Bombay work for the professional development of students.
- For **Redressal of Grievances and Issues**, committees namely Anti-Ragging Cell, Internal Complaints Committee and Grievance Redressal Cell are in place to address the complaints and

grievances of students and staff.

Administrative Office of the College consists of 03 sections - Establishment, Examination and Accounts. Apart from maintaining records, the office ensures seamless coordination between the College and the regulatory bodies.

File Description	Document
Upload any additional information	[View Document](#)
Link to Organogram of the Institution webpage	[View Document](#)

6.2.3 Implementation of e-governance in areas of operation

1. **Administration**
2. **Finance and Accounts**
3. **Student Admission and Support**
4. **Examination**

Response: A. All of the above

File Description	Document
Screen shots of user interfaces	[View Document](#)
ERP (Enterprise Resource Planning) Document	[View Document](#)
Details of implementation of e-governance in areas of operation, Administration etc	[View Document](#)
Any additional information	[View Document](#)

6.3 Faculty Empowerment Strategies

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

Response:

The College values its human resources and persistently endeavours to provide the following financial and non-financial benefits for the welfare of its teaching and non-teaching staff –

Financial Benefits

1. Fee concession for wards of the permanent staff studying in any of the Academic Institute of the Management
2. Uniforms and winter apparels for Class IV employees
3. Group Insurance Scheme (Master Policy No. 49944)

4. Gratuity and Leave Encashment on superannuation
5. Provision of Employees Provident fund

- All the employees can take refundable and non-refundable loan from their GPF accounts for taking care of their unforeseen monetary needs
- All teaching and non-teaching staff are extended retirement benefits of contributory provident fund, gratuity and other schemes as per rules

General Facilities

1. Separate hostels for Boys and Girls offering boarding and lodging at concessional rates to the staff, Gymnasium Hall with latest equipment, Solar Water Heating System, LED-TV, Water Purifier, CCTV for Security
2. On Campus Bank Facility - SBI Branch
3. Centrally Air Conditioned - Administrative Office, Library, Staff Room, Office of COE, Multi-Purpose (Hari Singh Nalwa) Hall, Conference Hall etc.
4. 102 CCTV cameras for secuirty and safety
5. High tech instruments available for performing and guiding research in College Labs like the Biotechnology Lab
6. Refreshment and Lunch during admissions, convocation, Annual Prize Distribution and other function

Leave Facility: The College administration allows leave of different kinds to the staff as per rules and regulations

1. Female staff -maternity leave of 180 days up to two children and child care leave
2. Earned leaves as per rules
3. Duty leaves to attend various career advancement programmes- workshops, seminars, extension lectures, orientation programmes, refresher courses and faculty development programmes
4. Paternity leave for male staff members.

ICT Facilities

1. Fully Wi-Fi campus since 2016
2. Research Lab with 10 computers with Wi-Fi facility

During Covid Pandemic

1. Work from Home / Online Classes
2. Sanitization of class rooms
3. Installation of hand sanitizer dispensers
4. Touchless water taps in washrooms
5. Paid Quarantine Leaves to Covid affected staff members as per rules
6. Implementation of Covid protocols as per DHE circulars

Psychosocial support for the staff members as required

Health Benefits

1. Regular fogging for controlling mosquitoes
2. On-campus Dispensary with a separate medical room

On-campus Gurudwara for spiritual and holistic development

Infrastructure related facilities

1. Spacious car parking
2. Departmental rooms with separate locker facility for faculty
3. Canteen facility
4. Ramp with handrails connecting all the three blocks of the College

File Description	Document
Upload any additional information	[View Document](#)

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

6.3.2.1 **Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Details of teachers provided with financial support to attend conference, workshops etc during the last five years	[View Document](#)

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 3.4

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

2020-21	2019-20	2018-19	2017-18	2016-17
01	04	02	03	07

File Description	Document
Upload any additional information	[View Document](#)
Reports of the Human Resource Development Centres (UGC ASC or other relevant centres)	[View Document](#)
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	[View Document](#)

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 18.97

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

2020-21	2019-20	2018-19	2017-18	2016-17
52	30	34	18	34

File Description	Document
Upload any additional information	[View Document](#)
IQAC report summary	[View Document](#)
Details of teachers attending professional development programmes during the last five years	[View Document](#)

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

Response:

The College runs under the management of the Sikh Educational Society, which transfers its employees to its other branches for various administrative and developmental processes. So, performance appraisal becomes crucial for the functioning of the institute.

Performance appraisal forms the core of performance management system. It is an exercise in which organization evaluates its employees, in terms of contribution made towards achieving organizational objectives. The College has an effective performance appraisal system and is maintained with the purpose to enhance academic as well as administrative standards.

The College follows the ' Performance based Appraisal System' prescribed by UGC. The College Principal addresses all the issues related to appraisal system of the staff and regularly evaluates it. Promotion and other benefits are decided based on performance appraisal.

PERFORMANCE APPRAISAL OF TEACHING FACULTY

Through Self-Appraisal Form

The progress of the teaching staff is tracked through " Self-Appraisal Form", to be filled every year at the end of the session enabling them to deliver better. The form provides an insight into one's own teaching style and the related outcomes. It also shows the involvement and contribution of the teacher in academics as well as administrative activities. This form serves as a platform to showcase their professional development i.e., paper publication, seminars and to conferences attended etc.

Through regular meetings

Regular meetings of the staff with the heads of the Departments, Deans and coordinators are held to evaluate, receive feedbacks and suggestions. Report is then sent to the principal. Department audit reports are sought from every department at the end of the session.

Teachers are encouraged to attend FDP's and various academic courses / conferences / seminars / workshops to upgrade their skills and duty leave is also granted for the same. The computer skills of the teachers are frequently upgraded through periodic workshops.

PERFORMANCE APPRAISAL OF NON-TEACHING FACULTY

Non -Teaching Staff members are honored for their achievements, hard work and performance. Sports staff is appreciated by giving them cash awards, track suits and winter apparels. Gardeners are given cash awards as appreciation for their hard work and bagging awards in various flower festivals.

Regular-in-house training of non- teaching staff in Office software and office skills reassures that non-teaching staff work enthusiastically towards institution's vision of providing quality teaching-learning experience to all its stakeholders.

EVALUATION BY STUDENTS ANDALUMNI

Students are given the opportunity to provide their feedback of the teachers. Feedback forms are collected from the students and different stakeholders at the end of convocation, Prize distribution functions, Alumni-association and through Facebook page of the college on regular basis and suggestions are implemented to improve and enhance the teaching-learning process.

Till 2019, all these feedback forms were available offline. With the implementation of e-governance, during pandemic these forms were made available online.

Annually, the college performs academic and administrative audits. As a result, the college completes each work with high-quality performance and documentation. All of these audits found the college to be in good standing.

File Description	Document
Upload any additional information	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The College meticulously maintains systematic accounts of all its financial dealings. It conducts regular internal and external audits as per the rules and regulations laid down by the government.

Internal Audit:

The internal audit is designed as a preliminary audit conducted by the management. Under this, the management constitutes a pre-audit committee with members from various institutions functioning under the same management. The pre-audit committee performs regular examination of documents relating to the reception and utilization of funds by the College. This includes physical verification of vouchers, bill payments, quotations, etc. The internal audit acts as a preparatory exercise for the external audit. It helps the institute accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes.

External Audit:

For the purpose of the external audit conducted at the end of the financial year, the College hires a qualified, independent chartered accountant – SokhiSyal Co. This audit serves as an independent, third-party examination of the financial statements of the institute.

The objections and questions raised during the audit are promptly addressed and incorporated as per the requirement using the procedures laid down for the same. These regular audits help the institute achieve transparency in its financial functioning.

Audit Year	Financial Audit
2020-21	Yes
2019-20	Yes
2018-19	Yes
2017-18	Yes
2016-17	Yes

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

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

Response: 1261907

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

2020-21	2019-20	2018-19	2017-18	2016-17
88726	661901	293845	76035	141400

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	[View Document](#)
Any additional information	[View Document](#)

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

The College administration ensures that the funds generated via various means are optimally used for the intended purposes and transparency is maintained in their mobilisation. It has clear procedures laid down for the utilisation of funds, which are updated from time to time. The College maintains a systematic account of its financial dealings and conducts regular internal and external audits. The audit reports are discussed with the College Management Committee who also reviews the organisation's financial position periodically.

Mobilisation and Optimal Utilisation of Resources:

Mobilisation and Utilisation of Funds:

- As a grant-in-aid institution, the Chandigarh Administration provides grants for 95% of the salary of the regular faculty members.
- Grants received under government agencies like RUSA, UGC, DST and ICSSR are utilised for the academic and infrastructural changes planned as per the requirements of the College.
- The Admission form fees, Admission fees, Hostel fees collected by the College are used for

maintenance of infrastructure, providing various facilities to the staff and students, payment of salaries and financing various co-curricular activities.

- The College maintains a WiFi equipped campus for its staff members.
- Scholarships and fee concessions are offered to the students with an outstanding academic record and also to the students from the economically weaker section.
- The institute also receives funding from non-governmental sources in the form of donations and/or registration fees for seminars/conferences organised.
- Donations are also received from the Alumni.
- Grants received by faculty members in relation to various major and minor research projects undertaken in collaboration with various national and international organisations.

Optimal Utilisation of other Resources:

- Co-opt courses run with our sister institution help maximise the optimal utilisation of the existing resources.
- College infrastructure is used for various government exams.

The institute has also dedicated itself to achieve optimal utilisation of all its resources. It strives to nurture and promote the growth of its human resources.

- The College organises Orientation, Refresher and short-term courses offered by ASC for the faculty members.
- Provides duty leaves for various career advancement programs.
- Regular training for the non-teaching staff.
- Job-rotation in different sections of the office is also practiced to control stagnancy and promote transparency.
- The college organizes bridge courses, conferences, seminars and other co-curricular activities to provide students exposure beyond the classroom for a holistic development.

Procedures to ensure Optimal Utilisation of Resources:

- The Bursar appointed from the teaching staff maintains a check on the procedures of finance outflow as per Panjab University rules.
- The accounts branch of the College administration maintains a record of all the financial transactions made by the College.
- An estimate of the annual budget is prepared as per the budget requirements presented by the various departments accounting for the activities and infrastructural changes planned for the year.
- All the budget proposals are discussed and approved by the Principal with the accounts branch. The final approval is given by the management.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

6.5 Internal Quality Assurance System

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

Response:

IQAC is a nodal agency of the institution for initiating and coordinating quality-related issues. Established on July 02, 2004, IQAC has facilitated the institutionalisation of quality assurance strategies and processes. Two practices institutionalised by IQAC include

Implementation of e Governance and Automation

- E-governance is practiced and facilitated by the automated processes of the College Management Information System (MIS).
- Provision of Wi-fi facility
- Campus Whizz software for Admissions, student attendance, uploading marks by faculty and maintenance of accounts
- To ease online admissions, College Prospectus, link for admissions, and Refund forms are displayed on the College website and online payment gateway is provided.
- Information regarding Semester admissions, Admissions fees, Examination fee collection, or other examination-related important information is regularly broadcasted to the students.
- Registration Return, Eligibility Report, Internal Assessment and Practical award lists of UG and PG students is filled online on the Panjab University Portal by the Examination branch
- WhatsApp Groups are created at the department level to facilitate communication between students and teachers to provide important information/ circulating notices or academic discussions.
- On Library Blog (https://librarysggs.blogspot.com/) Panjab University Syllabus, University question papers, and E content developed by teachers are uploaded.
- The College library has an open access system through OPAC/ WEBOPAC service that provides easy access to online catalogue and uses SLIM 21.
- The Digital Lounge facilitate online access of e-resources through N-List program of INFLIBNET, National Digital library of India (NDLI) and DELNET (Developing Library Network) databases
- Establishment Branch broadcasts information through WhatsApp groups to Teaching and Nonteaching faculty. All communication with faculty is enabled through various mail ids.
- Account branch maintains College Account Books through TALLY Software ERP 9.
- All College activities are posted on the College Website and official Facebook page of the College
- Campus has been fortified by extensive e-monitoring through CCTV.

Environmental Sustainability andBiodiversity Conservation

- College has a 10,281 sqft stretch of green cover with over 1200 varieties of plants along with over 1000 trees, and nearly 1000 other potted plants
- Creation ofGuru Nanak Sacred Forest; a mini urban forest with the Japanese Miyawaki technique
- Converting the campus into a hub of biodiversity, about 550 trees, belonging to 40 native genera have been planted
- Observation and Research Centre has been established in the forest to facilitate faculty and students across streams
- Adopting eco-green project, Saugaat – Gift a Sapling Scheme, to felicitate the dignitaries visiting the campus

- Generating funding for conducting Environment-related activities from PSCST, CREST,DST and other Govt. Agencies
- DharatSuhavi Environment Society organises Environment Awareness Drives, holds Environment Education classes for the first year UG students, participates in projects of National Environment Awareness Campaigns
- Regular tree plantation drives are conducted
- Awareness campaigns on Reduce Reuse Recycle are organised to donate used clothes and toys
- Segregation of waste generated on the campus
- Natural fertilizer is produced by using Vermicomposting, Bacterial and Simple Composting Pit.
- Drip irrigation and Tertiary water is used to Conserve water
- Energy, Environment and Green Audits are conducted
- Solar lights and solar water heaters are installed in the Campus and Hostel.
- College adopts and implements all flagship programs of the Govt. directed towards environmental cleansing

File Description	Document
Upload any additional information	View Document

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives   )

Response:

Post the second accreditation cycle, IQAC conducted meetings to review recommendations given by the NAAC Peer Team and planned strategies for Quality Improvement. As a result, several developments have been accomplished in the past five years.

Example 1: Initiatives for incremental growth include introduction of Scholastic Programmes and Skill Development Programmes along with Upgradation of Infrastructure, ICT   and Library to sustain expansion

A - Scholastic Programmes:

1.   Introduction of three PG Programmes

- MSc Chemistry
- MA Sociology
- MSc Physics

2.   Religious and Sikh Studies introduced as an Elective subject in BA I

B - Skills Development Programmes/ Initiatives:

Professional Courses include

- Diploma in Journalism and Mass Communication under National Skills Qualifications Framework (NSQF)

Add-on Certificate Courses include

- Floriculture and Landscape
- Environment Auditing
- E-Banking
- E-Commerce

Availability of **Online Self-paced Certificate Courses** through

- Santa Clara University
- MOBI Partners
- Spoken Tutorial IIT Bombay
- SWAYAM NPTEL
- NASSCOM, etc.

Faculty provide **Coaching** to students for Competitive Exams like UGC/CSIR NET

Free skill-based Vocational Training by Centre for Sikh Religious and Cultural Studies to revive the fading heritage and folk art of Punjab include

- Embroidery (Phulkari and Cross stitch)
- Pakhi Making
- Folk Orchestra
- Peerhi Making
- Bagh and Crochet
- Free Gurmukhi Calligraphy
- Gurmat Studies
- String Instruments (Rabab/Sarangi)
- Percussion Instruments (Jorhi/Tabla)
- Shabad Gayan and Gurmat Sangeet

Collaborations for for skill enhancement to gain employment

- **Various MOUs have been signed** by the Placement and Career Counseling Cell with institutions and industry
- Organisation of events like Personality Development Program, Skill Development, and Entrepreneurship Programmes
- **Partnership with Regional Centre for Entrepreneurship Development** for student-centric activities conducted in collaboration with the following Cells of the College - Institution Innovation

Council (IIC), Training and Placement Cell, Resource Centre for Soft Skill Development and Training

C - Upgradation of Infrastructure and ICT:

To facilitate smooth conduct of Programmes and Courses, infrastructural development include

- Construction of two new classrooms
- Construction of - two labs in PG Deptt of Chemistry, one lab in PG Deptt of Physics
- Renovation/Upgradation of Departments of Chemistry, Physics, Zoology, Botany, and Library with procurement of instruments, furnitures and fixtures
- Construction of Washroom for differently-abled students
- Upgradation of multimedia , IT and ICT facilities in all Departments and Administrative office with procurement of Smart Interactive Board and Flat Panels, Electronic Lectern, Computers, Laptops, Digital Projectors, Server, Printers, Digital Scanners, LED Televisions and Xerox Multifunction machine
- Addition to basic amenities include Water Cooler, Floor Scrubber Cleaner Machine, Vacuum Cleaner, Sensor Sanitizer Dispensers, Napkin Vending Machine and Incinerator
- Fabrication and installation of MS grill fencing on the outer boundary wall of the College
- Installation of Lights in the parking path
- e-Surveillance through CCTV Cameras
- Sports infrastructure upgraded with construction of Basketball and Lawn Tennis Courts.
- Guru Nanak Sacred Forest - a mini urban forest with the Japanese Miyawaki technique created

D - Library Upgradation / Automation:

- SLIM21 software
- WEBOPAC [Online Public Access Catalogue]
- Two linear modular workstations and eight computers to access N-List E-resources and (6000+ e-journals and 13500+ e-books).
- Bhai Kahan Singh Nabha Library Blog
- Book Bank facility with 2040 for economically weaker students.
- Braille corner with Lex Instant Reader and Scanner software for visually impaired students.
- UV Book Sanitization Machine from DRDO and Book Scanner

Example 2: Feedback Analysis and Student Satisfaction Survey for evaluation and reforms

- The progress of the institution is evaluated by collecting Feedback on curriculum and infrastructure in a specific format from students, alumni, faculty, and parents.
- The Feedback Forms have a different set of questions for each stakeholder for comprehensive and meaningful feedback.
- Data collected is consolidated and a report is prepared. Data entered in the Feedback Forms is then analysed and suggestions/feedback given by the stakeholders is passed to concerned authorities to take necessary action and prepare plans for the next academic session.
- Based on the feedback, Analysis Report and Action-Taken Report is displayed on the website for the benefit of the stakeholders.
- Additionally, based on the guidelines issued by NAAC, IQAC evaluates the teaching-learning process by conducting a Student Satisfactory Survey (SSS). The SSS comprises questions on

syllabus coverage, teacher preparedness, teachers' communication skills, fairness in the internal evaluation process, etc. Students give ratings on a scale of 0 to 4. Data is analysed using the Statistical Package for the Social Sciences (SPSS) Software**.**

- Analysis of the Student Satisfactory Survey (SSS) is done and communicated to the faculty to enable them to make desired changes to the pedagogy and academic activities.

File Description	Document
Upload any additional information	[View Document](#)

6.5.3 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
2. **Collaborative quality intitiatives with other institution(s)**
3. **Participation in NIRF**
4. **any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

Response: B. 3 of the above

File Description	Document
Upload e-copies of the accreditations and certifications	[View Document](#)
Upload details of Quality assurance initiatives of the institution	[View Document](#)
Upload any additional information	[View Document](#)
Paste web link of Annual reports of Institution	[View Document](#)

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

Response:

The College is a co-educational institute with substantial intake of girl students which requires a gender inclusive environment. The College has a Gender Sensitisation Policy and also formulates an Annual Gender Sensitisation Action Plan which is implemented through the functioning of various cells and committees including:

- The office of Dean Girl Students to look after the welfare of girl students by organising various events
- Anti-Sexual Harassment Cell to resolve any complaint related to sexual harassment
- Anti-Ragging Cell to ensure zero tolerance towards ragging in the Campus
- Grievance Redressal Cell to address the grievances related to academic, administrative and infrastructure
- Discipline Committee to ensure peaceful and secure environment
- Legal Literacy Club organises activities pertaining to legal rights with special emphasis on women
- The College takes following initiatives for women empowerment:

Representation in Various Bodies

- Equal opportunity to girl students in Students Council Elections
- Equal opportunity for women staff to represent in Advisory and other College committees

Sensitisation through Curricular Activities

- Curriculum includes many topics related to gender issues and the faculty sensitise students by effective delivery of content
- Various faculty members have contributed research papers and studies on gender issues

Sensitisation through Co-Curricular Activities

- Commemoration of International Women's Day, International Day of Girl Child and National Girl Child Day as part of Beti Bachao Beti Padhao campaign
- Eminent personalities are invited to conduct awareness and gender sensitising sessions, interactive talks, webinars and workshops on rights of women, self-defence, elimination of violence against women, sexual harassment at workplace etc.
- An exhibition of cultural artifacts of women entrepreneurs from rural Punjab, trained by Mehar Baba Charitable Trust, Fatehgarh Sahib has gone a long way in empowering them by reviving heritage craft.

Facilities

- Well-trained and vigilant security guards stationed across the campus
- 24x7 e-surveillance carried out through 102 CCTV cameras
- Entry of outsiders is restricted and gate entry register is maintained for visitors
- Separate hostel facility for girls with vigilant security guards and gymnasium facility
- Spacious Girls' Common Room with an attached washroom and a sanitary napkin vending machine. An incinerator has also been installed for disposal of sanitary waste.
- Separate washroom facility for girl students and female staff at each floor
- Bhai Kanhaiya Health Centre
- Additional seat for single girl child, fee concession and scholarships
- Child care and maternity leave for women staff
- Record of Gender diversity of students and staff is maintained to assess gender specific requirement for infrastructure and other amenities

Counseling

- Dean Girl Students and Girls' Hostel Warden counsel the girl students and resolve their issues at the time of admission
- Mentors provide psycho-social support to girl students in case of need. During COVID 19, Mental Well Being and Emergency Cell was made instrumental to address mental health and psycho-social issues of students
- Medical counseling through lectures on managing physical and mental health, nutrition needs, importance of breastfeeding, detection and prevention of breast cancer etc.

File Description	Document
Link for annual gender sensitization action plan	View Document
Link for specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	View Document

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

1. Solar energy
2. Biogas plant
3. Wheeling to the Grid
4. Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment

Response: C. 2 of the above

File Description	Document
Geotagged Photographs	View Document
Any other relevant information	View Document

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- **Solid waste management**
- **Liquid waste management**
- **Biomedical waste management**
- **E-waste management**
- **Waste recycling system**
- **Hazardous chemicals and radioactive waste management**

Response:

The College provides a safe and healthy environment for students and staff by adhering to the guidelines of Solid Waste Management 2016 issued by Government of India, Ministry of Environment, Forest and Climate Change, New Delhi in a phased manner. The College, in a constant bid to create a zero-waste campus, ensures that the campus waste is segregated at source and recycled or sold off to authorised vendors. The College constituted the Swachhata Committee in 2018, which comprised of representatives from teaching, non-teaching and cleaning staff and students with the aim to follow the 5R's: Refuse, Reduce, Reuse, Repurpose and Recycle.

Solid Waste Management

- Restricted use of single-use plastic (including plastic cold drink bottles less than 1 litre capacity) and plastic bags.
- Promotion of environmental awareness through plastic-free campaigns, waste-segregation workshops etc.
- Segregation of wet (biodegradable) and dry (non-biodegradable) waste in marked and colour-coded dustbins placed across the campus for disposal as per rules
- Disposal of wet waste generated by the College Mess and Canteen to local pig farmers on alternate days
- Reduction of paper usage to a large extent through office digitisation
- Sale of used answer sheets and assignments periodically to the paper-recycling vendors as per University guidelines
- Disposal of broken furniture, sanitary items, pipes and other construction and demolition-related wastes to authorised vendor
- Writing-off and disposal of obsolete, unusable, non-functional laboratory equipment to government-authorised recycling vendors

Liquid Waste Management

- Drainage of grey water through Municipal Corporation drainage system
- Reuse of wastewater generated from the air conditioners for watering the gardens

- Vast green cover of the College acts as a natural water recharging system

Biomedical Waste Management

- Autoclaving of bacterial culture at 121°C under 15 lbs pressure for 30 minutes before disposal to contain the spread of unwanted bacterial cysts and spores
- Installation of Incinerator in the Girls' Common Room to dispose of the sanitary waste

E-Waste Management

- Periodic disposal of unusable and irreparable electronic waste as per standard procedures
- Designated e-waste collection store and an e-waste collection box to dispose of unusable items like mobile phones, chargers, computer waste, batteries, CDs, pen-drives etc.

Waste Recycling System

- Vermicomposting, Bacterial composting and Simple composting pits to recycle the wet waste
- Regular Recycling campaigns promoting the use of cloth bags, avoiding the use of plastic and recycling of waste paper into new items
- Hands-on training workshop to make garden stools using eco-bricks made from discarded packing material

Hazardous Chemicals and Radioactive Waste

No radioactive waste is produced in the College. The empty cans of paints, pesticides and broken glassware (hazardous waste) are collected separately and sent for disposal to an authorised vendor.

File Description	Document
Link for Relevant documents like agreements/MoUs with Government and other approved agencies	[View Document](#)
Link for Geotagged photographs of the facilities	[View Document](#)

7.1.4 Water conservation facilities available in the Institution:

1. Rain water harvesting
2. Borewell /Open well recharge
3. Construction of tanks and bunds
4. Waste water recycling
5. Maintenance of water bodies and distribution system in the campus

Response: B. 3 of the above

File Description	Document
Geotagged photographs / videos of the facilities	[View Document](#)
Link for any other relevant information	[View Document](#)

7.1.5 Green campus initiatives include:

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

Response: A. Any 4 or All of the above

File Description	Document
Various policy documents / decisions circulated for implementation	[View Document](#)
Geotagged photos / videos of the facilities	[View Document](#)
Link for any other relevant information	[View Document](#)

7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:

1. **Green audit**
2. **Energy audit**
3. **Environment audit**
4. **Clean and green campus recognitions / awards**
5. **Beyond the campus environmental promotion activities**

Response: A. Any 4 or all of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	[View Document](#)
Certification by the auditing agency	[View Document](#)
Certificates of the awards received	[View Document](#)
Any other relevant information	[View Document](#)

7.1.7 The Institution has disabled-friendly, barrier free environment

1. **Built environment with ramps/lifts for easy access to classrooms.**
2. **Divyangjan friendly washrooms**
3. **Signage including tactile path, lights, display boards and signposts**
4. **Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment**
5. **Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

Response: A. Any 4 or all of the above

File Description	Document
Policy documents and information brochures on the support to be provided	[View Document](#)
Geotagged photographs / videos of the facilities	[View Document](#)
Link for any other relevant information	[View Document](#)

7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).

Response:

The College is dedicated to providing quality education to a wide cross section of society without any distinction of caste, creed and religion with the aim to ensure inclusive and holistic learning, as reflected in the College's motto, 'Mankind is one'. The diverse social, cultural, regional and economic backgrounds of the students and staff of the College are duly recognised to promote social justice, equity and inclusiveness in education.

- Inclusive admission policy of the College promotes student intake from diverse socio-economic, regional and linguistic backgrounds. Record for the same is maintained as per the guidelines of affiliating University.
- Equal Opportunity Cell of the College promotes equality amongst students belonging to different social categories such as SC, ST, OBC and the Differently-Abled to facilitate their right to education.
- The office of Dean Girl Students ensures representation of girls in different bodies and inclusion in the events/activities conducted in the College for promoting gender equality and empowering the girl students.
- The office of Dean Foreign Students looks after the admission and welfare of the international students.
- The College ensures inclusive education by providing financial assistance to students of unequal socio-economic backgrounds. The Fee concession committee recommends concessions as per the Fee concession policy of the College. Students are also guided to apply for scholarships under different Government schemes. Book Bank facility is also there for needy students.
- Grievance Redressal Cell, Anti-sexual Harassment Cell and Anti-ragging Cell work in tandem to ensure inclusive environment.
- Placement and Career Counselling Cell provides equal access to all students for career counselling

and job opportunities.

- The College promotes tolerance by teaching students to respect diverse cultural beliefs and practices. The clubs, cells and offices of the College instil the spirit of harmony and tolerance by conducting various events. Different festivals and days of national and international importance are celebrated with the same fervour.
- Students' participation in various heritage items during PU Youth and Heritage Festival gives them exposure to the rich socio-cultural heritage and traditions of Punjab and other regions.
- The College promotes linguistic diversity by celebrating days like Matribhasha Diwas. The students are encouraged to participate in competitions without any linguistic restrictions. Students are free to contribute to College magazine Agammi Jyot in any language of their choice.
- The NSS units of the College sensitise the students towards the needs and challenges of the neighbouring rural community of the village, Kaimbwala by conducting various awareness drives and campaigns.

Apart from above, the curriculum is also instrumental in sensitising students to concerns such as human rights, peace, tolerance, compassion, harmony, moral and ethical values and environmental awareness.

File Description	Document
Link for supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View Document](#)

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

The College aims to sensitise students about their constitutional obligations to transform them into socially responsible citizens. NSS, NCC units, various departments, cells and clubs of the College organise events focusing on sensitising students to their constitutional rights, electoral rights, duties and the socio-cultural issues.

- Legal Literacy Club of the College constituted under the direction of State Legal Service Authority (SLSA) organises various guest lectures,workshops and competitions to spread Legal Literacy and awareness among the students and to make the students responsible citizens.
- Electoral Literacy Club organises events such as National Voters Day, SVEEP (Systematic Voters Education and Electoral Participation) campaign to educate students about the significance of casting vote and the electoral process.
- Equal Opportunity Cell provides equal access and opportunities to the students belonging to different social categories such as SCs, STs, Women, OBC and the Differently-Abled.
- To inculcate the sense of social responsibility, donation drives are organised to help the needy with monetary help, books and materials etc.
- Democratically elected Student Council, Teachers' Union and representation of faculty in the College Management gives the freedom of speech and expression to the students and staff respectively.

- Details of the Right to Information (RTI) Act have been uploaded on the college website along with the application form in adherence to the statutory requirement.
- In pursuit of gender equality, a duly constituted Anti-Sexual Harrassment Cell is in place for prevention, prohibition and redressal of sexual harassment of women employees and students. The office of Dean Girl Students organises activities focussing on women empowerment including celebration of International Women's Day, expert talks on women's health, self-defence training workshops etc.
- Grievance Redressal Cell and Anti- Ragging Squad are instrumental in resolving any grievance or issues of students.
- Guru Nanak Sacred Forest Committee, *Dharat Suhavi* Environment Society and Campus Beautification Committee work dedicatedly to instil a sense of responsibility among students and staff towards the preservation of nature. Commemorating days of environmental sustainability, awareness drives for waste management and segregation, water and energy conservation etc. are a few to mention. This is in line with the fundamental duty to preserve the natural environment.
- NSS Units and NCC wings of the College organise events such as National Constitution Day, Ek Bharat Shreshta Bharat Camp, Swachh Bharat Abhiyan, Jal Shakti Abhiyan and Blood Donation camps etc. to inculcate the spirit of brotherhood, national integration and social responsibility.
- The office of Dean Research promotes research amongst the students and staff and encourages them to actively involve in research initiatives. Science Day is celebrated every year which provides a platform to students to showcase their creative models and helps develop their scientific temperament.
- Seminars, lectures promoting cultural diversity and multicultural expressions are regularly organised.
- To inculcate value education among students, the Gurmat Vichaar Sabha of the College functions as a medium to amalgamate modern thinking with traditional values.
- Apart from above, the course of Political Science includes topics on fundamental rights and duties.

File Description	Document
Link for details of activities that inculcate values necessary to render students in to responsible citizens	[View Document](#)

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.

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

Response: B. 3 of the above

File Description	Document
Details of the monitoring committee composition and minutes of the committee meeting number of programmes organized reports on the various programs etc in support of the claims	[View Document](#)
Code of ethics policy document	[View Document](#)

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

The College celebrates days of national and international importance to inculcate among the students the spirit of universal peace and brotherhood along with valuing their heritage, culture, historical legacy and environmental conservation.

- Independence Day, Republic Day, Tiranga Diwas and Sadbhavna Diwas are celebrated to promote national integration, patriotism and communal harmony among the students and faculty.
- Birth Anniversaries of National Leaders and Freedom Fighters are celebrated by organising activities including declamation contests, storytelling, singing motivational songs and documentary viewing to instil the values promoted by them.
- National Youth Day is celebrated to pay tribute to Swami Vivekananda. Presentations, essay writing competitions and candlelight processions are organised to enlighten students about his vision and ideas.
- National Voters' Day is celebrated by the Electoral Literacy Club of the College to make students aware of their electoral rights, duties and the electoral process.
- International Women's Day is commemorated to celebrate the social, economic, cultural and political achievements of women by organising interactive sessions and expert lectures.
- Matribhasha Diwas is celebrated to promote linguistic and cultural diversity.
- National Science Day, World Science Day and National Mathematics Day are commemorated with activities like best out of waste, wonders of science, poster presentation, project exhibition etc. to stimulate, encourage and promote scientific temperament among the students.
- Environmental Sustainability and Heritage and Cultural Preservation are the best practices undertaken by the College which also includes celebrating commemorative days of environmental consciousness like:

1. World Environment Day to spread awareness about the significance of a clean and green environment.
2. Green Consumer Day and Mega Swachhta Pakhwada to promote refuse, reduce, reuse, repurpose and recycle the waste material.
3. Van Mahotsav by conducting tree plantation drives and organising expert lectures, talks and presentations to sensitise the students for preserving and fortifying the environment for a healthy future.
4. International Day of Forests by planting saplings of different herbs, fruits etc. in the College.
5. Sikh Environment Day by tree plantation drive and *Gurbani Kirtan*.
6. Wildlife Week by organising nature walks and photography exhibitions.

7. World Pollution Prevention Day by conducting competitions on various themes including innovative techniques for recycling waste, water conservation and energy conservation.
8. Akshay Urja Diwas,World Ocean Day, World Water Day, World Wetland Day and Oil Conservation Week to sensitise students about energy, water and oil conservation.

- International Yoga Day is celebrated to inculcate the importance of mental and physical health amongst the staff and the students.
- National Sports Day is observed by organising yoga and aerobic activities.
- International Peace Day, Surgical Strike Day, Armed Forces Flag Day, Communal Harmony Week, United Nations Day, NCC Day, Army Day etc. are celebrated by the cadets of NCC wings of the College with full fervour and enthusiasm.
- The Founder's Day of the College and commemorative Days of Sikh Gurus are celebrated with the spirit of universal brotherhood and humanity proclaimed in their teachings. Various educational, spiritual and environmental events are conducted during these celebrations.

File Description	Document
Link for Annual report of the celebrations and commemorative events for the last five years	[View Document](#)

7.2 Best Practices

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

Response:

Best Practice 1: Environmental Sustainability

Keeping in mind the National Educational Policy 2020 and National Biodiversity Targets 2020, the College adopted the best practice of Environmental Sustainability. This best practice incorporates tradition and modernity for improving the quality of life, protection of the ecosystem and preservation of natural resources along with representing cultural diversity. Drawing inspiration from the teachings of the *Gurbani*, the College aims at improving the ecosystem by planting native species of trees and creating their seed bank as a viable solution. Outreach environmental activities are conducted to sensitise wide group of stakeholders beyond campus. The faculty and students are facilitated to conduct studies, research and development pertaining to environmental issues. Tremendous efforts have been made to create social consciousness about environmental sustainability by involving youth and academia through collaboration with government and non-government organisations.

The College follows its Environment and Sustainability Policy while undertaking green initiatives in the campus.

PolicyDocument: https://sggscollege.ac.in/Downloads/POLICIES%2030%20MARCH.pdf#page=15

Following is the brief description of green initiatives taken by the College:

1. **Guru Nanak Sacred Forest: A Mini Urban Forest With Native Trees**

An Initiative amalgamating the aspects of Environmental Sustainability and Heritage and Cultural Preservation

The College initiated a novel idea of creating a mini urban forest on-campus in April 2019 with an objective to promote a sustainable environment. The mini forest amalgamates the aspects of ecosystem diversity, curative diversity (a wide variety of medicinal plants) and cultural diversity (including spiritual values) successfully. This habitation has flourished into a natural air-purifying dense forest with 550 trees comprising 37 different native species of the region planted in an area of 180 square metres. This novel initiative amalgamates the tradition by selecting species native to the region and modern Miyawaki technique thereby promoting natural restoration of land. A multi-layered natural forest is created by grouping the plants into different layers- shrub, sub tree, tree and canopy – in each sq m. The forest grown by this methodology grows 10 times faster, 30 times denser and helps to produce more oxygen than that produced by regular plantations. It is developing into a hub of natural biodiversity and is a step towards reducing the carbon footprint of the region. This is a significant contribution towards the National Biodiversity Target 2020 of the Government of India which stresses on the need to spread awareness involving young minds and intelligentsia to play a positive role for restoration, conservation and sustainable use of the vulnerable ecosystem.

Virtual Tour of Guru Nanak Sacred Forest: https://youtu.be/KrqbR-8FtEs

B. Environment Committees in the College

The College has formed two committees, *Dharat Suhavi* **Environment Society** and **Campus Beautification Committee** which work towards raising environmental consciousness to achieve sustainability towards biodiversity and maintain greener campus.

Dharat Suhavi **Environment Society**

The Environmental Society was renamed as *Dharat Suhavi* Environment Society and its official logo was released on Sep 02, 2019 commemorating Van Mahotsav. The term *Dharat Suhavi* has been derived from *Gurbani*, which literally means 'Blessed Land'. The primary focus of the society is to work constantly towards creating awareness and sensitising the staff, students and community at large regarding sustainable environmental issues. The Society organises Environment Awareness Drives, holds Environment Education classes for the first year UG students, participates in projects of National Environment Awareness Campaigns and organises educational trips for students. The Environment Society takes part in planting trees on special occasions like *Van Mahotsav* every year. Keeping in view the 2021 global theme of 'Forest Restoration – A Path to Recovery and Well Being', various fruit and ornamental trees were planted. During the lockdown, various commemorative days related to environment were celebrated by providing online platforms to students to participate in various competitions and sensitising about the importance of environment preservation.

Campus Beautification Committee functions towards raising and maintaining plant diversity in the campus green areas largely in Botanical Garden with special emphasis on giving practical demonstrations to science students. The Botanical Garden also includes a special spot for raising native herbal and medicinal plants which are environmentally beneficial as well as economical to maintain. This garden is used as a central nursery for raising horticultural plants which are used to beautify the campus. Under the

Saugaat– Gift-a-Sapling Scheme, saplings raised in central nursery are gifted to various dignitaries and guests who visit the college on different occasions to raise environmental awareness.

C. Green Cover and Floral Diversity

Sri Guru Gobind Singh College has 10,281 sq ft of green cover with over 1200 varieties of plants, 1000 trees (approximately) and nearly 1000 other potted plants providing oxygen, improving air quality, climate amelioration, conserving water, preserving soil and supporting biodiversity. The pedestrian path in the campus is lined with mango trees, which provide a green canopy cover over the path. The green cover other than the mini forest includes Botanical Garden, Herbal Garden, *Barah Maha* Garden of Biodiversity, *Bebe Nanaki* Garden of Serenity, garden adjacent to the Cafeteria, Sports Grounds and Hostel Garden.

D. Faunal Diversity

The mini forest has improved the biodiversity index of the area by attracting many species of birds and insects, which are disappearing from environment. The vast green cover and floral diversity of the College attracts huge faunal diversity comprising birds, insects, bees, wasps and squirrels etc. The students learn to appreciate their natural habitats and get acquainted with their interactions within their ecosystems. The College has also adopted few dogs and cats to create an environment of dignity and respect between humans and animals.

E. Waste Management

The College, in a constant bid to create a zero-waste campus, ensures that the campus waste is segregated at source and recycled or sold off to authorised vendors. The College continually tries to ensure the implementation of the 5R's: Refuse, Reduce, Reuse, Repurpose and Recycle.

- Colour-coded dustbins are placed all across the campus for segregation of wet and dry waste. Leaf litter is accumulated in the simple, bacterial and vermicomposting pits for biodegradation. The College has restricted single-use plastic and plastic bags in campus.
- The College is connected with the Municipal Corporation drainage system for management of liquid waste. The wastewater generated from air conditioners is reused for watering the gardens.
- The biomedical waste generated from bacterial culture lab is autoclaved before being disposed of to avoid any contamination.
- Incinerator has been installed in Girls Common Room to dispose of sanitary waste.
- The College has a designated e-waste collection store and an e-waste collection box for periodic disposal of electronic waste from authorised vendor. Printer cartridges are refilled and reused.

F. Water and Energy Conservation

The College realises the importance of sustainable ecosystem as prescribed in numerous Government campaigns and commemorates important days pertaining to water and energy conservation such as *Jal Shakti Abhiyan*, *Akshay Urja Diwas* etc. The students as well as staff are also sensitised regularly for undertaking such practices through several awareness drives in and beyond campus as outreach programmes in adopted villages and other public places.

G. Research and Development

An **Observation and Research Centre** has been created in the Guru Nanak Sacred Forest: A Mini Urban Forest with Native Trees, to involve students and faculty of various streams. Students from faculties of Science, Social Sciences and Languages undertake interdisciplinary research initiatives based on the native species grown in the mini forest. The faculty has presented and published several research papers along with noteworthy research projects.

H.   Activities Conducted on Theme of Environmental Sustainability

Various activities are conducted throughout the session to promote environmental sustainability including celebrations of commemorative days of environment, competitions, awareness sessions etc. The College took the opportunity and engaged a wider range of beneficiaries across the North Indian region by conducting its activities even online during COVID 19 pandemic, organised by Guru Nanak Sacred Forest Committee, *Dharat Suhavi* Environment Society, Campus Beautification Committee, NSS units and various Departments of the College.

I. Environment, Green and Energy Audits

The College conducted Environment, Green and Energy Audit realising the social responsibility of the institution by evaluating its contribution towards a sustainable future. These Audits focused on the green campus, waste management, water management, air pollution, energy management and carbon footprint reduction being implemented in the College. The green initiatives carried out by the College towards environment and sustainability has been highly appreciated in the Audit certificates.

J.   Awards and Accolades- The green initiatives of the College have fetched various awards and accolades including:

- **Award of Honour:** The College has won the Best Environment Society Award for its endeavours towards environmental sustainability initiatives for two consecutive sessions, 2018-19 and 2019-20. In addition to that the College has been awarded with an Award of Honour for the time period Feb 01-Mar 31, 2021 for 'Action for Clean and Green Chandigarh', under E-Waste and Plastic Management Campaign organised by Chandigarh Pollution Control Committee, in collaboration with Swarmani Youth Welfare Association, UT Chandigarh.
- **Best Environment Society Awards:**

The novel mini forest project and the outstanding environmental awareness activities of the Dharat Suhavi Environment Society fetched the National Green Corps Best Environment Society Award 2019 and 2020 under the aegis of Department of Environment, Chandigarh Administration.

- **Green ThinkerZ Academic Excellence Award 2019:** The College bagged Green ThinkerZ Academic Excellence Award 2019 under Institution category for remarkable contribution in the field of holistic education during 4th International Convention on Interdisciplinary Research for Sustainable Development (IRSD) organised by Green ThinkerZ Society, IIT Bombay, FOSS Community and Western Sydney University, Australia on Jan 10, 2020.
- **Various awards and accolades in Flower Shows in Tricity in last five years**

Best Practice 2: Heritage and Cultural Preservation

As the National Education Policy 2020 envisions holistic and experiential learning through promoting

indigenous knowledge system and cultural preservation, the College has undertaken the best practice of Heritage and Cultural Preservation. It aims to conserve, maintain, foster appreciation of the rich cultural legacy and create awareness amongst the youth about their diverse cultures while living in harmony with nature. The objective is to bring the youth closer to their roots through persistent endeavours that embody cultural values, identity and historical continuity. The College takes a lead in providing a platform to comprehend and cherish the significance of rich culture and heritage by reviving historical heritage, folk art, language and improving the ecosystem. Several initiatives are persistently undertaken for training and sensitising the youth in an inclusive and pragmatic manner including:

A. Preserving Our Heritage to Improve the Sustainability and Inspiration to Live in Harmony with Nature

A unique initiative to preserve the heritage has been undertaken by creating the Guru Nanak Sacred Forest: A Mini Urban Forest with Native Trees on-Campus with the idea to promote the rich legacy of micro-history of environment in the *Gurbani* – the Sikh Gurus have always inspired mankind to live in harmony with nature and its Creator. The initiative of planting 550 trees of 37 native species of Punjab with medicinal values incorporates the value of environmental sustainability along with preserving the cultural and curative diversity to spread awareness among the youth and academia. The aspects of tradition have been included while selecting the native species of the region and amalgamated with modern Miyawaki technique of planting tiny forests in urban areas.

B. Promoting Skill and Vocational Training

- To revive the fading heritage and cultural folk art and craft of Punjab, skill-based training is provided to students by developing expertise in Embroidery (*Phulkari* and Cross stitch), *Pakhi* making, Folk Orchestra, *Peerhi* making, *Bagh* and Crochet besides Folk art like Bhangra, Giddha, Folk Orchestra and Folk Songs are promoted through expert training. This experiential learning has enabled many students to have become self-employed.
- The college collaborates with Mehar Baba Charitable Trust, Fatehgarh Sahib to empower women entrepreneurs from rural Punjab in *Phulkari* craft.
- The students are trained for learning *Gurmukhi Calligraphy*, *Gurmat* Studies, String Instruments (*Rabab/Sarangi*), Percussion Instruments (Jorhi/Tabla), *Shabad Gayan* and free *Gurmat* Sangeet classes through organised classes to equip them with vocational skills. These are organised by Centre for Sikh Religious and Cultural Studies

C. Collaboration with Panjab Digital Library

In order to sensitise students about heritage of Punjab, various initiatives have been undertaken in collaboration with Panjab Digital Library to enrich the present and enlighten the future:

- 'Adopt a Book' initiative has been promoted by the College during special occasions which gives an opportunity to promote classic books of traditional and historical values and sponsor the costs incurred on its digitisation for keeping it online for public access
- Exhibitions: the public display of exhibitions of selected and rare archival content on Punajbi heritage and cultutre in College on special occasions for spreading awareness about rich cultural legacy
- **Heritage walls** have been created on-campus to keep the students rooted with their rich heritage and culture.

1. The Heritage Wall on ancient monument art and architectural heritage of Panjab is a collection that stands out as a testimony to how these monuments have kept past events alive in the collective memory by physical existence.
2. The Heritage Wall on Panjab: Resurgence and Downslide portrays the journey of Panjab in three sections from 1765 to 1966 with historical and political developments involved therein alongwith depiction of ancient and modern geographical maps of Punjab.
3. A Heritage Wall has been created in Guru Nanak Sacred Forest: A Mini Urban Forest with Native Trees depicting quotes from *Gurbani* on preserving the ecosystem. The creation of Heritage Wall was dedicated to the 400th Birth Anniversary of Sri Guru Tegh Bahadur ji.
4. Proposed project for creation of *Virasat* Heritage Museum on campus depicting the life and teachings of Sri Guru Gobind Singh ji

D. Promotion of Inclusive Philosophy for Holistic Learning

The paramount objective of the College is to inspire, prepare and empower students to be successful in the ever-changing world by adopting the democratic and secular values of *Manas ki jaat sabhe eke pehchanbo* (all mankind is one) *Sarbat da bhala* (Well-being of all mankind).

- Within this framework, the unique institutional distinctiveness that promotes the Sikh practice of *Seva* (Self-less Service) is integrated in the academic and routine functioning of the College.
- The College is unique in providing comparative study of different religions through the subject of Religious and Sikh Studies offered by Panjab University, Chandigarh. The syllabus is aimed at inculcating a holistic understanding of religious and cultural traditions.
- *Gurmat Vichaar Sabha* of the College functions to inculcate value education among students as a medium to amalgamate modern thinking with traditional values.
- Food Distribution to migrant workers during locldown and visit to old-age home for experiential learning through Community Outreach Programme.

E. Promoting Punjabi *Maa Boli* (mother tongue), Literature and Culture

The College ensures the preservation, growth and vibrancy of Punjabi *Maa Boli* (mother tongue) abiding by the core principle of National Education Policy 2020. With this inspiration, various buildings, gardens and societies of the College are named with Punjabi titles reflecting historical and cultural significance to make students value and imbibe their culture and heritage.

F. Promoting the Cultural Diversity and Multicultural Expressions

The College being located in UT Chandigarh, admits a large number of students from diverse cultural, regional and communal backgrounds. Preserving and promoting cultural diversities of the staff and students is priority of the College for providing inclusive academic environment which is also a key objective of National Education Policy 2020. The College involves students in various activities which reconnect them to their diverse cultures and encourage them to appreciate it by celebrating Communal Harmony Week, National Unity Day, Matribhasha Diwas and Ek Bharat Shreshta Bharat events.

G. Seminars/Workshops/Lectures on Heritage and Cultural Preservation

- National Webinar on 'Concept of *Seva* and *Chardikala* in Sikhism'
- Web Lecture on Sri Guru Tegh Bahadur Ji - Life and Legacy

- International Webinar on Cultural Reminiscences of the Sikh Heritage Beyond Borders
- National Webinar on Sri Guru Teg Bahadur ji: Life*, Bani* and Pilgrimage
- National Seminar on *Aalmi Dharm De Bani:* Sri Guru Nanak Dev ji
- Capacity Building Workshop On Cultural Transformation And Rejuvenation
- Two Day National Seminar on Punjab In The Mid-19th Century: Fall of the Sikh Empire and Transition in Polity and Socio-Cultural Mileu (1839- 1849)
- Colloquium on Faiz Ahmad Faiz and a Workshop on Translation- 'Faiznama'
- ICHR Sponsored Two Day National Seminar on Monuments of Punjab : A Study of Art and Architectural Heritage of Medieval Times in Present Punjab'
- ICSSR Sponsored National Seminar on Postcolonial Punjab: Issues, Challenges And Continuities
- National Seminar on Multiculturalism In Literature: Re-Inventing Identities
- National Seminar on *Jasbir Mand De Nawlan Dian Galap Jugtan 'Bol Mardanyan' De Vishesh Sandarabh Vich*

H. Innovative Research on Theme of Heritage and Cultural Preservation

The teaching faculty of the College has published several research papers, books and completed their PhDs on topics of Heritage and Cultural Preservation. The College magazine *Agammi Jyot* is published annually with different themes from history, heritage and culture providing freedom of expression to students and staff in multilingual sections.

I. Other Activities on Heritage and Cultural Preservation

The College aims to encourage students' interest and participation by organising social, cultural and extension activities abiding by the National Campaign of '*Ek Bharat Shreshta Bharat'* for promotion of cultural integrity and inclusiveness. Several events such as webinars, competitions, celebrations and outreach activities were organised which provide opportunities for behaviourial development towards respecting diversities, enhancing creativity by learning from students from diverse cultures while imbibing various aspects of the culture and heritage of the region. Various trips and tours have been organised to historical and heritage places in India in the last five years.

File Description	Document
Link for Best practices in the Institutional web site	[View Document](#)
Link for any other relevant information	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

Sri Guru Gobind Singh College, Chandigarh stands out in its distinctive endeavour for holistic

development and commitment to the cause of academics supplemented with philanthropy, morality and social sensitivity amongst youth. The pedagogy used is contemporary amalgamated with value systems imbibed from the teachings and lofty ideals of Sri Guru Gobind Singh Ji, after whom the College has been named. The paramount aspiration of the College is to inspire, prepare and empower students to be successful in the ever-changing world by adopting the democratic and secular values of *Manas ki jaat sabhe eke pehchanbo* (all mankind is one) and *Sarbat da bhala* (Well-being of all mankind) along with the unique Sikh practice of *Seva* (service) integrated in the academic and routine functioning of the College. In keeping with the National Education Policy 2020, the College thus aims to create an inclusive environment for equitable learning.

To raise the sensitivity towards community service, all mandated NCC and NSS programmes are executed with unmatched enthusiasm to further instil 'service before self'. The Department of Youth Affairs has selected two NSS volunteers of the College for the prestigious National Service Scheme Award from the President of India. The recent pandemic has brought the aspect of *Seva* (service) to the fore when the NSS units organised a Covid Awareness Camp. Carrying it further, the NCC cadets received training and were designated as Frontline workers. Generous contributions were made by all faculty members towards the PM CARES Fund for Covid, Punjab Flood Relief and Poor Patients Assistance Cell, PGIMER, Chandigarh.

The spirit of discipline and teamwork is imparted through intensive training in different Sports by the College, producing sportspersons with global competence. They have won laurels for the Institute at National and International levels. The College has the distinction of upholding Sir Shadi Lal Trophy for 11 consecutive years among affiliated colleges of Panjab University, Chandigarh.

The College upholds the best practices of Environmental Sustainability and Heritage and Cultural Preservation through various initiatives. As a tribute to Guru Nanak Dev ji's ideology to live in harmony with the environment, the College initiated a novel idea of creating a mini urban forest on-campus in April 2019 with an objective to promote a sustainable environment. The mini forest integrates the aspects of ecosystem diversity, curative diversity (a wide variety of medicinal plants) and cultural diversity (including spiritual values) successfully. This habitation has flourished into a natural air-purifying dense forest with 550 trees comprising 37 different native species of the region planted in an area of 180 square metres. This novel initiative amalgamates the tradition by selecting species native to the region and the modern Miyawaki technique thereby promoting natural restoration of land. A multi-layered natural forest has been created by grouping the plants into different layers- shrub, sub tree, tree and canopy – in each sq m. It is developing into a hub of natural biodiversity and is a step towards reducing the carbon footprint of the region. This is a significant contribution towards the National Biodiversity Target 2020 of the Government of India which stresses on the need to spread awareness involving young minds and intelligentsia to play a positive role for restoration, conservation and sustainable use of the vulnerable ecosystem. This modern scientific approach synthesises the rich heritage of the micro-history of the environment in *Gurbani*.

An Observation and Research Centre has been created in the Guru Nanak Sacred Forest: A Mini Urban Forest with Native Trees, to involve students and faculty of various streams in research and development on the theme of environmental sustainability. Students from faculties of Science, Social Sciences and Languages undertake interdisciplinary research initiatives based on the native species grown in the mini forest. The faculty has presented and published several research papers along with noteworthy research projects. A related Community Outreach Programme involves distribution of saplings of native species to various schools, colleges, Panjab University, Municipal Corporation Chandigarh, SES Management, College staff and students. An ICSSR-sponsored International Conference on 'Roadmap to Sustainability:

Environment and Health' organised in the College saw global participation. The College has been awarded the prestigious Best Environment Society Award for two consecutive years 2018-19 and 2019-20, besides the Best Herbal Garden Award 2022 by the Department of Environment, Chandigarh Administration. Green ThinkerZ Academic Excellence Award 2019 under Institution category was won by the College for its remarkable contribution in the field of holistic education.

In order to promote Heritage and Cultural Preservation, the College offers the subject of Religious and Sikh Studies which embraces a comparative study of different religions of the world inculcating a spirit of tolerance and secular traditions. As per tradition, *Sri Akhand Paath* is organised on the College Founders' Day and *langar* prepared by students and Faculty members is distributed. The students voluntarily hold a monthly prayer service, *Sukhmani Sahib Paath,* for peace and well-being of all on every *Sangrand* (first day of each month of Indian solar calendar). The Gurmat Vichaar Sabha and the Centre for Sikh Religious and Cultural Studies of the College provide a platform to students for the contemplation of spiritual knowledge. Skill and Vocational training is imparted to students to encourage self-employment, at the same time reviving the heritage and folk art of Punjab by developing expertise in Embroidery (*Phulkari* and Cross stitch), *Pakhi* making, Folk Orchestra, *Peerhi* making, *Bagh* and Crochet. Heritage Walls have been created in the College in collaboration with Panjab Digital Library and various buildings, gardens and societies of the College are named with titles reflecting historical and cultural significance to make students value and imbibe their culture and heritage. Abiding by the core principle of National Education Policy 2020, the vibrancy of Punjabi *Maa Boli* (mother tongue) is thereby preserved.

The unique Institutional Distinctiveness of Sri Gobind Singh College is evidently imbibed and carried forward by the Alumni who are serving the nation at various prestigious positions in Civil Services, Armed forces, Police Services, National and International Sports Players, Education, Politics, Medicine, Business, Media, Performance Arts, etc besides well-established NRIs.

File Description	Document
Link for appropriate web in the Institutional website	[View Document](#)

5. CONCLUSION

Additional Information :

The institution stands out in its distinctiveness amidst all institutions of the region by promoting holistic education and a global vision. It is an endeavour to carry forward the rich legacy of more than 55 years of the College through innovative initiatives.

- · Adopted best practices of 'Environmental Sustainability and 'Heritage and Cultural Preservation' are a healthy amalgam of tradition and modernity
- · Vocational/ Skill based/ Certificate/ Add on Courses to be increased keeping in view NEP-2020
- · Pilot Project ' Barah Maha Garden of Biodiversity' undertaken by planting flowers that attract birds, butterflies and bees. To collect and compile the E-bird data of the College through the Bird Watchers' Society
- · Equal Opportunity Cell to increase admissions and inclusive opportunities for visually impaired and differently-abled students and upgradation of infrastructure for them
- · To promote Gender Equity and Sensitisation among students and Faculty through Extension and Outreach activities
- · Virasat Heritage Centre: Museum to be established portraying the life of Sri Guru Gobind Singh Ji, history of Sikh Educational Society and history of the College
- · Establishment of Incubation Centre in collaboration with leading scientific and technical institutions of the region to promote the culture of innovation and start-ups amongst students and faculty
- · To promote Industry-Academia Interface through membership of CII and MOUs with Industry.
- · Resource Centre for Soft Skills Development and Training to further provide guidance to students through Certificate Course and for the objective of making them job-ready Training & Placement Cell to conduct Job Fest for students of all streams
- · Multidisciplinary Research Journal in the process of publishing by Research Cell. Anti-Plagiarism software to be acquired for the benefit of the researchers
- · Research Centres applied for various Academic Departments from Panjab University, Chandigarh. CRIKC institutions will be collaborated with for research objectives
- · Prof Puran Singh Science Society promotes experiential learning and awards for Best Research Paper and Best Science Department
- · Waste Management on campus under the aegis of Swachhta Action Plan, Ministry of Education, GoI
- · Creating an engaged Alumni Network which will be further beneficial for the institution

Concluding Remarks :

The central location of the College, its liberal environment, congenial atmosphere, capable and committed faculty led by the visionary Principal and farsighted Management have enabled to carve a niche in the academic field in the region. The College keeps growing with changing times, adopting new strategies and aptly taking the right steps, without losing touch with the deep rooted traditions and values. Keeping the Vision and Mission of the College at the forefront, it is always setting new benchmarks and striving to attain the fulfilment of the goal of imparting holistic education to students. The College has been making consistent efforts to impart quality, skill-based education to nurture employable and responsible citizens. The introduction of various Undergraduate, Postgraduate and Value-based courses caters to the national mission of enhancing the Gross

Enrolment Ratio (GER). In the last six decades of its existence, the College has expanded its horizons and attained many milestones. It is proud of its Alumni who have made a mark for themselves in various spheres of academics, media, journalism, politics, public services, business entrepreneurship, corporate and film industry. The consistently outstanding performance at the Youth Festivals and Sports events is a proof of the institution's competence in tapping and honing the talent of students. The recent additions in its ICT facilities and green initiatives has contributed to sustainability goals. It is our determination to carry forward the distinguished legacy of brilliance and perfection.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
1.1.3	**Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years** 1. **Academic council/BoS of Affiliating university** 2. **Setting of question papers for UG/PG programs** 3. **Design and Development of Curriculum for Add on/ certificate/ Diploma Courses** 4. **Assessment /evaluation process of the affiliating University** Answer before DVV Verification : A. All of the above Answer After DVV Verification: B. Any 3 of the above Remark : Input edited as per data provided.
1.3.3	**Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year** 1.3.3.1. **Number of students undertaking project work/field work / internships** Answer before DVV Verification : 447 Answer after DVV Verification: 445 Remark : Input edited as per the data provided in clarification.
1.4.2	**Feedback process of the Institution may be classified as follows:** **Options:** 1. **Feedback collected, analysed and action taken and feedback available on website** 2. **Feedback collected, analysed and action has been taken** 3. **Feedback collected and analysed** 4. **Feedback collected** 5. **Feedback not collected** Answer before DVV Verification : A. Feedback collected, analysed and action taken and feedback available on website Answer After DVV Verification: B. Feedback collected, analysed and action has been taken Remark : Input edited as per the given document.
2.1.1	**Average Enrolment percentage (Average of last five years)** 2.1.1.1. **Number of students admitted year-wise during last five years** Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17

| 7217 | 6848 | 6311 | 6420 | 6400 |

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
3059	3266	2982	3215	3130

2.1.1.2. **Number of sanctioned seats year wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
9083	8492	7930	7676	7607

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
3879	3853	3671	3563	3607

Remark : Input data edited (only first year admitted students are counted)

2.1.2	**Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)**

2.1.2.1. Number of actual students admitted from the reserved categories year-wise during the last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
511	535	377	433	479

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
448	472	351	329	346

Remark : Input edited as Filled seats cannot exceed the ear marked one.

2.4.2	**Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)**

2.4.2.1. **Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
104	97	93	96	90

	Answer After DVV Verification :			

2020-21	2019-20	2018-19	2017-18	2016-17
104	96	93	96	90

Remark : Input edited as per the data provided in clarification.

3.1.2	**Percentage of teachers recognized as research guides (latest completed academic year)** 3.1.2.1. **Number of teachers recognized as research guides** Answer before DVV Verification : 16 Answer after DVV Verification: 16

3.4.3	**Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years** 3.4.3.1. **Number of extension and outreached Programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years** Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
28	34	30	19	8

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
19	16	14	12	5

Remark : Input edited as per data provided in clarification.

3.4.4	**Average percentage of students participating in extension activities at 3.4.3. above during last five years** 3.4.4.1. **Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year-wise during last five years** Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1550	4556	1458	1473	429

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
969	340	744	643	351

Remark : Input edited as per 3.4.3 metric programs considered.

3.5.2	**Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years**
	3.5.2.1. Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
13	5	0	0	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
8	5	0	0	0

5.1.4	**Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years**
	5.1.4.1. Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
430	959	151	811	784

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
322	433	151	254	351

Remark : Young managers contest(2016-17) is not considered.

5.2.2	**Average percentage of students progressing to higher education during the last five years**
	5.2.2.1. Number of outgoing student progression to higher education during last five years Answer before DVV Verification : 329 Answer after DVV Verification: 325 Remark : Input data edited as per data provided in clarification
5.2.3	**Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)**

5.2.3.1. Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations, *etc.*)) year-wise during last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
10	24	14	03	03

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
10	24	14	03	03

5.2.3.2. Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17

5.3.1	**Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.** **5.3.1.1. Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) year-wise during the last five years.**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
0	77	123	114	137

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	66	87	85	87

Remark : Input edited as per data in template(award for a team event is counted as one)

6.3.3	**Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years** **6.3.3.1. Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17

02	05	02	03	08

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
01	04	02	03	07

6.4.2	**Funds / Grants received from non-government bodies, individuals, philanthropers during the last five years (not covered in Criterion III)** 6.4.2.1. Total Grants received from non-government bodies, individuals, Philanthropers year wise during the last five years (INR in Lakhs) Answer before DVV Verification: 	2020-21	2019-20	2018-19	2017-18	2016-17
392677	771846	360845	75535	167000 | Answer After DVV Verification : | 2020-21	2019-20	2018-19	2017-18	2016-17
88726	661901	293845	76035	141400 | Remark : Input edited as per data provided in clarification
-------	---
6.5.3	**Quality assurance initiatives of the institution include:** 1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements** 2. **Collaborative quality intitiatives with other institution(s)** 3. **Participation in NIRF** 4. **any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)** Answer before DVV Verification : A. All of the above Answer After DVV Verification: B. 3 of the above Remark : Input edited as per the supporting documents.

2.Extended Profile Deviations

ID	Extended Questions
1.1	**Number of courses offered by the Institution across all programs during the last five years** Answer before DVV Verification: | 2020-21	2019-20	2018-19	2017-18	2016-17
---------	---------	---------	---------	---------
882	866	846	818	790	

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1020	1004	980	948	918

1.2 | **Number of programs offered year-wise for last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
22	21	21	19	19

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
24	23	23	21	21

2.1 | **Number of students year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
7179	6848	6308	6420	6400

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
7217	6848	6311	6420	6400

2.2 | **Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1161	1152	1079	875	884

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
835	828	776	653	657

2.3 | **Number of outgoing / final year students year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1946	1960	1751	1783	1870

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1832	1831	1645	1679	1781

3.2	**Number of sanctioned posts year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
111	109	108	107	107

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
169	183	180	181	192