



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	GURU NANAK GIRLS COLLEGE
Name of the head of the Institution	Dr. (Mrs.) Varinder Gandhi
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	01732224372
Mobile no.	9254022028
Registered Email	gngcollegeynr@gmail.com
Alternate Email	iqacgng@gmail.com
Address	Santpura , Yamuna Nagar
City/Town	Yamuna Nagar
State/UT	Haryana
Pincode	135001

2. Institutional Status

Affiliated / Constituent	Affiliated
Type of Institution	Women
Location	Urban
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Mrs. Bharti Kamboj
Phone no/Alternate Phone no.	01732224372
Mobile no.	9896633345
Registered Email	gngcollegeynriqac@gmail.com
Alternate Email	gngcollegeynr@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.gngcollegeynr.com/wp-content/uploads/2020/08/IQAC-2017-18_final_August-2020.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	https://www.gngcollegeynr.com/academics/academic-calendar/

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	73.35	2003	21-Mar-2003	20-Mar-2008
2	A+	3.10	2016	19-Feb-2016	18-Feb-2021

6. Date of Establishment of IQAC	25-Aug-2010
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Extension Lecture on	15-Mar-2019	59

'Classification of Indian Classical Instruments'	1	
Educational trip to 33rd International Craft Mela at Surajkund, Faridabad	10-Feb-2019 1	35
Educational trip to Bal Bhavan, Kumar Kitchen and Florist & Decorators umar Kitchens and florist and decorators	30-Jan-2019 1	27
Two Day Leadership Training Camp sponsored by Forum of Free Enterprise & M.R. Pai Foundation, Mumbai	05-Oct-2018 2	80
54th A.D. Shroff Memorial Elocution Competition Sponsored by Forum of Free Enterprise, Mumbai	28-Sep-2018 1	160
First-Aid-Training Programme	28-Sep-2018 3	124
Extension lecture on Adolescence	03-Aug-2018 1	70
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Guru Nanak Girls College	Sports	U.G.C	2012 1825	1890586
Guru Nanak Girls College	Community College	U.G.C	2014 730	3226176
Guru Nanak Girls College	Community College	U.G.C	2019 365	1900000
Guru Nanak Girls College	Apparal Designing, Tourism & Travel Management	U.G.C	2019 365	5396000
Guru Nanak Girls College	Apparal Designing, Tourism & Travel Management	U.G.C	2019 365	1136000
Guru Nanak Girls College	Youth Festival	Kurukshetra University	2018 60	200000
Guru Nanak Girls College	Youth Festival	Kurukshetra University	2019 60	475000

Guru Nanak Girls College	Unnat Bharat Abhiyan	M.H.R.D.,Govt. of India	2019 365	50000
Guru Nanak Girls College	R.U.S.A.	M.H.R.D.,Govt. of India	2018 365	10000000
Guru Nanak Girls College	Sports	U.G.C.	2012 1825	472646
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

6

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

- Conducted skill development programmes via seminars and extension lectures

- A new section of 3000 books added in the library for BA- B.Ed. and BSc- B.Ed. integrated course.

- Organized placement drives and helped students to participate in joint placement drives of other institutions

- More avenues for students to participate in community services

- Empowering staff and students with life skills through Women Study Cell and Legal Literacy Cell

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

Plan of Action

Achivements/Outcomes

Skill Development & Self Employment among Students	A placement drive was organized on 2 August 2018 for M.Com Students in collaboration with HDFC Life.
Skill Development & Self Employment among Students	A 40 hour workshop on Digital Marketing as activity of C# Corner Student Chapter was organized from 9 August to 30 September 2018 by Comp. Sci. and IT Department.
Skill Development & Self Employment among Students	A seminar on Skill Development awareness organized on 4 Sept. 2018 by Commerce Department.
Imbibing Divinity	One day Interational Seminar on ' Lohgarh, Khalsa Rajdhani' on 25 October 2018 sponsored by Haryana Punjabi Sahitya Academy was organized by Punjabi Department.
Imbibing Divinity	One day National Seminar on ' Bhai Kanhaiya ji' on 16 April 2018 sponsored by Haryana Punjabi Sahitya Academy was organized by Punjabi Department.
Sensitization towards Gender Equity	Celebration of international Women's Day was organized by Women Study Cell in collaboration with NGO Ek Kadam Manavta ki Aur on 08 March 2018
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14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1"> <tr> <th>Name of Statutory Body</th><th>Meeting Date</th></tr> <tr> <td>Principal</td><td>02-Sep-2020</td></tr> </table>		Name of Statutory Body	Meeting Date	Principal	02-Sep-2020
Name of Statutory Body	Meeting Date				
Principal	02-Sep-2020				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2019				
Date of Submission	26-Feb-2019				
17. Does the Institution have Management Information System ?	No				

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Institution has a well-planned curriculum delivery and documentation mechanism. After a meeting with the principal, time table in-charges ask for workload allotment from each department. HODs then make a thorough assessment of the courses offered and teacher requirement. Work load allotment, as per performa designed in the college, is then, put forward to the principal. Allotment of courses is also discussed amongst the departmental members and is then conveyed to the principal for approval. New teachers are recruited as per requirement. Time table is designed in three ways- teacher-wise, department -wise and stream-wise. Such a process brings transparency and avoids any kind of confusion. Since the college offers a variety of options in subjects, at times, some clashes occur in time table. Such clashes of period allocation are then resolved by the time table in-charge. Once the process of classroom teaching starts, after resolution of clashes in time table, if any, the final time table is put forward to the principal who ensures that all classes are being taken regularly. Once the session begins, lesson plans are prepared by each department at the beginning of the semester. These lesson plans are designed by teachers for their respective subjects. After due screening by the HOD, these lesson plans are put forward to the principal for approval and implementation. The files of these lesson plans are kept in the department. Academic calendar of the university is followed. The curriculum is enriched with various departmental activities. Quizzes, power point presentations, open book tests, black board tests, group discussions, movies, dialogue enactment, peer teaching etc. are the various activities which departments take up to enrich the curriculum and to help students inculcate the aspects of education better and deeper. Departments also organize educational trips to provide practical knowledge to students. The trips also aim to make learning a fun activity for students. Extension lectures are also organized with the thought- the more the better. Subject experts from other colleges and universities augment the knowledge of students by sharing their expertise. This way students get a chance to interact with teachers from other places. This helps them to improve upon their knowledge base. While taking up these activities, it is ensured by the HOD that all members of the department actively participate in these. For this, a departmental register is maintained for assigning of duties. Besides this a departmental activity register or file is also kept by the individual departments wherein record of all activities undertaken by the students and faculty is kept date-wise. Remedial classes for weak students are also conducted from time to time. Teachers also participate in various seminars and conferences and get their papers published to stay updated. The knowledge thus acquired proves beneficial in teaching learning process. University results are maintained in college performas by concerned teachers. Department wise summary of results and merit lists are prepared. The same is kept in the department for future reference.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Certificate course in Hotel Management and catering	Advanced Diploma in Hotel Management and Catering Technology	03/08/2018	730	Empowering students for hotel management and catering life skill	Management leadership, culinary and presentation skills

1.2 – Academic Flexibility**1.2.1 – New programmes/courses introduced during the academic year**

Programme/Course	Programme Specialization	Dates of Introduction
B.A.BEd	Education	08/10/2018
BVoc	Tourism and Travel Management	03/08/2018
BVoc	Apparel Designing (Fashion Technology)	03/08/2018
B.Sc.B.Ed	Education	08/10/2018
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
B.Sc.B.Ed	4 Year Integrated	08/10/2018
B.A.BEd	4 Year Integrated	08/10/2018

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

	Certificate	Diploma Course
Number of Students	5	Nil

1.3 – Curriculum Enrichment**1.3.1 – Value-added courses imparting transferable and life skills offered during the year**

Value Added Courses	Date of Introduction	Number of Students Enrolled
PMKVY	12/09/2018	10
National Urban Livelihood	04/12/2018	18
Tally	14/08/2018	36
Basics of Computer	12/09/2018	40
Customer Care Executive	12/09/2018	25
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCom	Foreign Trade Final Year	20
BCom	Foreign Trade Second Year	18
BBA	Final Year	28
BCom	Comp. App. Second Year	51
BSc	(Hons.) I.T.	6
MSc	Food & Nutrition Previous & Final	21

BSc	Industrial Microbiology, Biotechnology, Clinical Nutrition and Dietetics	12
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained
<p>The college has a well planned mechanism for taking feedback from students. Teachers have been assigned tutorial groups. A meeting with each group is held once in every month. Students are encouraged to share their views during these tutorial discussions. Apart from verbal feedback , students are encouraged to fill the Student Feedback Form which they can collect from their respective tutorial in-charges. After the students' submission of feedback forms , these forms are further submitted to IQAC committee for analysis. Constructive suggestions are used towards the improvement of quality culture.</p>

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Hindi	30	14	14
BA	English	30	23	23
BA	Punjabi	30	7	7
BA	Pol Sci	30	13	13
BA	History	30	14	13
BA	Economic	30	25	23
BA	Hons.	150	82	80
BA	Arts	400	330	290
BCom	Comm	140	140	139
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution	Number of fulltime teachers available in the institution	Number of teachers teaching both UG and PG courses

			teaching only UG courses	teaching only PG courses	
2018	2402	369	120	8	128

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
128	128	6	4	4	6

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

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

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

The college has an excellent system of mentoring by conducting tutorials in the end of every month. In the beginning of the academic session, students are divided into tutorial groups. There are about 30 students in each group under the guidance of a mentor. The students are mentored regarding the rules and policies of the college. Students' grievances regarding college and personal issues are also discussed. Mentor collects the grievances, if any and handover them to the tutorial head, who further discusses the issues with the Principal and the management. It is made sure that the problems get solved at the earliest. The students are also benefitted by arranging remedial classes to cover the weak areas identified in their studies. In the tutorial, students are regularly educated about the values of personal hygiene and cleanliness. They are also motivated to actively participate in the different college activities such as cultural programs, sports activities, blood donation camps, seminars and divinity programs. The annual celebration of The Guru Purab and Sangrand in the Gurudwara Sahib contributes to the spiritual growth of the students. Students are motivated to give their original creations to enhance their writing skills for the college magazine which is the annual feature of the college. The students are also sensitized towards environment by gifting the plant sapling to their friends on their birthdays. Mentor also takes up the social issues regarding gender equity, sexual, physical and mental harassment. Through the tutorials, students are counseled for various career opportunities. Submission of important documents, information about filling of examination forms and dates of internal and final examination is also provided through the tutorials. Students are encouraged to regularly check the notices from the Notice Board. They are also instructed to make proper use of suggestion box for any kind of complaints and suggestions.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2771	128	1 : 22

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
52	49	3	1	29

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	Nil	Nil	Nil

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MCom	2284	Semester VI	30/05/2019	26/07/2019
BBA	1206	Semester VI	23/05/2019	04/06/2019
BSc	1296	Semester VI	23/05/2019	24/06/2019
BCom	1236	Semester VI	30/05/2019	21/06/2019
BA	1016	Semester VI	25/05/2019	24/06/2019

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

As per University directives, during a semester, the college evaluates the students with two class tests, two assignments and a sessional exam. Apart from that, the teachers continuously evaluate the students with class discussions, seminars, oral tests and presentations to assess their performance. The teachers, through these methods identify the weak students in the class and accordingly arrange for remedial classes. Teachers conduct remedial classes of week students in their subject, In these classes teachers work upon their shortcomings and try hard to bring them at par with other students in the class. This greatly helps those students regain their confidence in themselves and improve upon their marks in exams.

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

The Kurukshetra University, at the start of every academic session, sends the calendar which contains the commencement and end dates of semesters, the dates of summer, winter and various other holidays. The college plans its semester activities like, sessional examination and various co-curricular activities according to the university calendar. The university academic calendar is also available on college website for students, link for the same is :
<https://www.gngcollegeynr.com/academics/academic-calendar/> UNDER GRADUATE COURSES EVENT DURATION Admissions 02.07.2018 to 12.07.2018 1st Teaching Term (Odd Semester) 13.07.2018 to 05.11.2018 Sessional Exams 15.09.2018 to 22.09.2018 Vacation - 1 (Diwali) 06.11.2018 to 13.11.2018 Examinations 14.11.2018 onwards Winter Vacation - II 18.12.2018 to 31.12.2018 1st Teaching Term (Even Semester) 01.01.2019 to 17.03.2019 Sessional Exams 12.03.2019 to 23.03.2019 Vacation - 1 18.03.2019 to 24.03.2019 2nd Teaching Term (Even Semester) 25.03.2019 to 30.04.2019 Examinations 01.05.2019 onwards Summer Vacation - II (2018-19) 23.05.2019 to 30.06.2019 POST GRADUATE COURSES EVENT DURATION Admissions 02.07.2018 to 20.07.2018 1st Teaching Term (Odd Semester) 21.07.2018 to 05.11.2018 Sessional Exams 15.09.2018 to 22.09.2018 Vacation - 1 (Diwali) 06.11.2018 to 13.11.2018 2nd Teaching Term (Odd Semester) 14.11.2018 to 21.11.2018 Examinations 22.11.2018 onwards Winter Vacation - II 18.12.2018 to 31.12.2018 1st Teaching Term (Even Semester) 01.01.2019 to 17.03.2019 Sessional Exams 12.03.2019 to 23.03.2019 Vacation - 1 18.03.2019 to 24.03.2019 2nd Teaching Term (Even Semester) 25.03.2019 to 30.04.2019 Examinations 01.05.2019 onwards Summer Vacation - II (2018-19) 23.05.2019 to 30.06.2019 The month-wise activity calendar during the session 2018-19 September [Commencement of new session with Sukhmani Sahib Path , Principal's address to the Students, Orientation of the Freshers to familiarize them with the institute, Library

Orientation of the freshers] October [Fresher's Party, Celebration of Breast Feeding Week, Teez Celebrations, Talent Hunt, Educational Tours Trips, Prakash Utsav Guru Ramdas Ji] November [Youth Festival, Shudh Gurubani Path Competition, Submission of Project Reports in University, Inter School Inter Class College Essay Writing and Declamation Contest to mark Education Day, Function to be Organized by Women Cell] December [Examinations and Vaccation] January [Lohri Celebration, District Level Exhibition] February [National Level Inter College Shabad Gayan Competition to mark the foundation day of the College, Basant Panchmi Celebrations, Science Day, Sports Day / Annual Prize Distribution] March [Blood Donation Camp to mark Women's Day, Hola Mohalla Celebrations]

2.6 – Student Performance and Learning Outcomes

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

No Data Entered/Not Applicable !!!

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
1016	BA	Arts	213	64	30.0
1156	BA	Mass Commu nication	4	3	75.0
1306	BSc	Computer	6	4	66.7
1216	BCA	Computer Application	12	3	25.0
1296	BSc	Science	118	65	55.1
1236	BCom	Commerce	225	124	55.1
1206	BBA	Business	28	18	64.3
2234	MA	Punjabi	4	2	50.0
2384	MSc	Semester IV	13	10	76.9

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2.7 – Student Satisfaction Survey

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

No Data Entered/Not Applicable !!!

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	0	0	0	0

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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
0	0	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
0	0	0	Nil	0
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nil	Nil	Nil	Nil	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
Nil	Nil

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Economic	2	5.70
International	English	2	2.42
International	Hindi	3	3.64
International	History	4	4.42
International	Home Science	10	5.92
International	Political Science	2	7.01
International	Punjabi	4	2.92
International	Chemistry	1	2.53
International	Education	2	4.0
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Maths (revised)	5
Sanskrit	1
Maths	1

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

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

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	13	16	2	Nill
Presented papers	27	28	2	Nill
Resource persons	Nill	2	Nill	1

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Talks on Govt. welfare schemes for women.	Red Cross Society.	3	300
Poster making in Blood Donation Camp	Akhil .Bhartiya Vidyarthi Parishad	4	25
Beti Bachao Beti Padhao	Divya Jyoti Sansthan Yamunanagar	4	70
Indian Beauty Contest	Sakhi NGO	3	4
District level Youth Red Cross Training Program	Indian Red Cross Society, Yamuna Nagar	1	5
Swachhata Map awareness taught to students during	Ek Soch Nai Soch	2	4

summer camp			
First Aid Home Nursing(Skt. Dept. 28-29 Sep., 2018 and 1 Oct., 2018)	St.John Ambulance Indian Red Cross Society National Headquarters Red Cross Road, New Delhi	2	117
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Rahgiri(Physical Education Dept.9 Dec., 2018)	First prize	Yamuna nagar District Administration	1
Half Marathan (Physical Education Dept., 10 Feb, 2019)	Rs.15,000	State Bank Of India	1
Half Marathan(Physical Education 31 March, 2019)	Rs. 5,000	Punjab Govt.	1
SBSI(Social Work Dept. 30 June, 2019)	Cerificates	Ek Soch Nai Soch	6
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Pradhan Mantri Kaushal Vikas Yojana(PM KVV)(Commerce. Dept. Sep-Oct-Nov., 2018)	Tally Academy, YNR	Course Basic of Computers	2	40
Pradhan Mantri Kaushal Vikas Yojana(PM KVV)(Commerce. Dept.) Sep, Oct.,Nov., 2018)	Tally Academy, YNR	Course Customer Care Executive	2	10
S.B.S.I.(Convener Dr. Ritu Kang 1May, 2018 - 31 July 2018)	M.H.R.D. Ministry of Drinking water Sanitation	SBSI	11	190
U.B.A.(Convener	M.H.R.D.	Awareness Campaign	12	20

Dr. Aarti Singh Oct., 2018)				
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Extension Lecture (Vardha remedial center)(Social Work Dept.16 March, 2019)	80	GNG College YNR	1
Leadership Training Camp.on dated 5th and 6th Oct.2018.	75	Forum of Free Enterprise and M. R. Pai Foundation, Mumbai.	2
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Project Work/ Training.	Laboratory test.	Civil Hospital Jagadhri	Nil	Nil	1
Project Work / Training	Basic Fermentation Technology	Orbit Biotech, Mohali (Punjab)	Nil	Nil	3
Project Work/Training	DNA Isolation	Rapture Biotech Int (Pvt) Ltd, Mohali	Nil	Nil	2
MOU signed with MCN Solutions Pvt. Ltd., Noida(Co	Professional Development of students by arranging Workshops, Training, Industry Visit, ,Hackathon, Events .	MCN Solutions Pvt. Ltd. Noida (Sector-63)3	Nil	Nil	111
Project Work/ Training.	Quality Control in Pharmaceuticals	Immocule(P)Ltd.Nalagarh	Nil	Nil	2

Project Work.	Molecular Characterisation of HLA-B27 Sequence in Auto-Immune Disorders	SGRRIMHS, Central Molecular Research Lab.. Dept of Biotech . Dehradun 9Uttarakhand	Nil	Nil	1
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
MCN Solutions Pvt., Noida(Comp. Sci)	06/02/2018	For Professional Development of Students	111
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
3650000	3481396

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Others	Existing
Others	Existing
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4.2 – Library as a Learning Resource

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

Name of the ILMS	Nature of automation (fully	Version	Year of automation
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software	or partially)		
LIMIT	Partially	5.6.1	2010

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	38215	5390172	1630	623978	39845	6014150
Reference Books	15355	1577817	264	301492	15619	1879309
e-Books	3135000	5000	Nil	Nil	3135000	5000
Journals	53	71525	Nil	Nil	53	71525
e-Journals	20000	5000	Nil	Nil	20000	5000
Digital Database	21	5000	Nil	Nil	21	5000
CD & Video	1024	8167	20	Nil	1044	8167
Library Automation	1	8000	Nil	Nil	1	8000
Weeding (hard & soft)	Nil	Nil	2189	239897	2189	239897
Others(s pecify)	7169	900502	267	103813	7436	1004315
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	Nil	Nil	Nil
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	259	7	10	0	0	9	38	10	0
Added	16	0	30	0	0	0	0	30	0
Total	275	7	40	0	0	9	38	40	0

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

40 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	Nil

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
2400000	2320631	3850000	3720420

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

To ensure the smooth functioning of the academic, co- curricular and extracurricular activities during the academic session, college has a proper procedure. Various committees are formed by the college to maintain and upgrade the infrastructure. Through these committees it is ensured that effective and efficient use of physical infrastructure and academic facilities should be made for the holistic development of the students. The inputs collected from the result discussions held in the tutorial classes with the students and the feedback from the Suggestion Box and recommendations given by College Beautification Committee the college infrastructure is updated and maintained. Improvement in the infrastructure is also done according to the needs given by different departments. All the HODs and in-charges of all laboratories, library and sports department give their requirements in the office. On the basis of the requirements, quotations are invited from the market. After receiving the material, verification is done. Entry is done in the stock register by the concerned Labs and departments. Some labs do not require purchase every time, they need only updation. So updation is done according to the requirement. The purchase and updation can be done maximum thrice in a year. The Time Table committee of the college ensures the optimal use of infrastructure for the academic purpose. The allotment of the classrooms is done according to the strength of the class. Health and medical issues of the faculty members are also taken care of in assigning them classrooms. Differently abled students are allowed to use elevator. The Cultural Affair committee of the college is responsible for maintaining and allotting of auditorium, seminar hall and conference room. Throughout the year, various activities are held in the college such as Talent show, Programs by different departments and cells, cultural activities, NSS and NCC activities, seminars, guest lectures and other programs organized by Government organizations and NGOs. All these activities are held in either of the three structures. The Library Advisory Committee with the help of librarian ensures the optimum use of its content and facilities the library facilities are provided to current students, present faculty and staff members. The library also gives permission to use all the library facilities to the pass out students with minimal charges. The college playground as well as the college shares the playground of Its sister institution. The plethora of sports equipment are used for various sports activities and tournaments (at inter college, university and state level) in which the students of the college participate.

<http://www.gngcollegeynr.com/college-committees/>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Staff Fund	56	68000
Financial Support from Other Sources			
a) National	(Govt. , NGO , Private)	687	7352809
b) International	0	Nill	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Remedial Coaching	15/10/2018	81	Dept. of Economics.
40 Hours C# workshop on Digital Marketing	09/08/2018	53	C# corner Student Chapter and Dept. of computer Science
Leadership Camp	05/10/2018	75	Forum of free enterprise and M.R. Pai Foundation, Mumbai Dep. of Economics.
First Aid Training Programme (Home Nursing)	28/09/2018	117	Saint John Ambulance(india) Indian Red Cross Society. and Health Club
View File			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Pradhan Mantri Kaushal vikas Yojna (Customer care Executive)	Nill	9	Nill	Nill
2018	National Urban Livelihood	Nill	18	Nill	Nill

	Mission				
2018	A Tally Course Organized in collaboration with Tally Academy, YNR.	Nill	36	Nill	Nill
2018	Two months(Sept-Oct,) Course Basics of computer	Nill	40	Nill	Nill
View File					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
30	28	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Wipro	119	2	Shri krishana Public School	27	27
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2018	93	UG	GNG College YNR	GNG College YNR	PG
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	4
Any Other	2
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
International Yoga Day	College Level	30

Kurukshetra University Weight Lifting Team Camp	University Level	10
Annual Athletic Meet	College Level	250
Sports Quiz Contest	College Level	12
Kurukshetra University Inter college weight lifting Championship	KUK Inter college Level	60
National Sports Day	College Level	100
District Fencing Championship	District Level	50
No file uploaded.		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	2	National	Nil	1	1836005 1836009 1725014 1729021 1717017 1844033 1815035 1843013 1770006	1 VIDUSHI BHARDWAJ 2 KALPNA PUNDIR 3 DIVYA 4 DEEPALI MANCHANDA 5 NANDINI KAPIL 6 PURVA GUPTA 7 AYUSHI SHARMA 8 LAVI RASTOGI 9 SHARANJIT KAUR
2018	2	National	Nil	1	1836005 1836009 1725014 1837031 1843013 1844033	1 VIDUSHI BHARDWAJ 2 KALPNA PUNDIR 3 DIVYA 4 TANYA 5 LAVI RASTOGI 6 PURVA GUPTA
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

STUDENT COUNCIL Student Council of Guru Nanak College, Yamunanagar is a volunteer force of students, who are involved in various activities of the

institution, such as college functions, seminars, events, fests etc. They work as extended arms of staff and students showcasing their abilities, talent, acumen, hard work, management and disciplinary skills for the benefit of the institution and its students. Student Council acts as bridge between students and staff, highlighting student's cause and issues, promote the interests of the students and to act as representatives of college staff in many formal and informal events and occasions. The purpose is to create a team of students who are ready and willing to assume higher responsibly and work shoulder to shoulder with staff. Student Council is neither nominated nor selected by staff but students voluntarily offer their services to the council. The Staff ensure that student council is representative of juniors and seniors and of all faculties. Student council provide win-win situation for staff and the students, as it helps to raise the profile of the students and provide team development activities for the students and the staff gets the disciplined force of students. Because of these benefits, the Student Council became part of the structure of our college. This year is special in annals of history, as this year India celebrated 550th "Prakash-Utsav" of Guru Nanak Dev Ji. Our college also religiously joined the celebrations by organizing "Langar", "Nagar Kirtan", "Guru Granth Sahib's Akhand Path", Seminar on "Life teachings of Guru Nanak Dev Ji" and the volunteers of Student Council ceremoniously welcome and receive the Chief Guest and other revered Guests, ensure discipline during event, help in preparation and serving of Langar and courteously escort the guests during their departure. Similarly during "Sakrant" celebration also, they piously perform their discipline duty. The volunteers of Student Council are also part of indispensable team in organizing Annual Sports events, Independence Fests, preparation for Youth Festival, various Quiz Contest, PPT Presentation, Symposia, Seminars and various social events like "Save water Campaign", "Tree Plantation", awareness of "Electoral Process Voting Rights", "Bet Bachao Beti Padhao" campaign. Their contribution is not only for this year but continuing year after year. At GNG, we have created a unique representative structure through which students of our College can become involved in the affairs of the college. Student councils have created a sense of ownership for the college and its activities among the students. The council gives students an opportunity to acquire the communication, planning and organizational skills, that shall bring immense benefits in their future lives.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

68425

5.4.4 – Meetings/activities organized by Alumni Association :

Nil

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

VISION: • The institution was founded on the values and moral principles

supported by the strength of dedication and commitment. • The institution looks forward to growing and evolving into a premier institution of global standards imparting quality education and offering a variety of courses and diverse programmes that attract students not only from different regions in India but also from abroad. • The aim of the institution is to enhance the academic experience of students from all walks of life by inspiring them, tapping and channelizing their potential. • The college promotes the culture of decentralization and participative management towards academic and administrative functioning by giving the opportunity to all the faculty members to lead the college in various capacities such as Directors, Deans, Coordinators, HODs to facilitate academic, co-curricular and extracurricular activities. • Departments are authorized to take own decisions through departmental meeting regarding workload distribution, courses to faculty members, conduction of internal examinations, academic and extra-curricular activities. • Involvement and cooperation in devising and implementing decision making policies for academic and administrative affair through various bodies and committee. • Management committee takes care of infrastructure facility so as to meet the requirements of higher education. • Management gives amenities to teaching and non-teaching faculty and students, thus supporting teaching learning research aspects. • Management gives free hand to the head of institution to carry out the activities and as such reach expected maximum standards. Decentralisation is done at various levels. Principal level, faculty level, student level and Non-teaching level. Principal level Principal is a member of the governing body. She in consultation with the teacher of different committees plans and implements different academic and student administration related policies. All academic and operational policies are based on unanimous decisions of governing body, IQAC and teachers of college. The various committees constituted are: IQAC, NSS, NCC, UGC affairs, Website development, College magazine, Environment awareness, Alumni, Purchasing and Building Maintenance Committee. Student grievances cell on educational levels. Further following committees are conducted in accordance to government guidelines- Timetable, Admission, Research monitoring, College API, Cultural Fund Generation committee Faculty level Faculty members are given representation in various committees/ cells nominated by Principal and Governing body. Every year composition of committee is changed to ensure uniform exposure of duties. Various committees constituted are: Placement and career, Discipline, College infrastructure, Cleanliness, SC /BC, Examination committee. Student level Various cells and clubs are established at college level M. Barbara club ,Eco /habitat Club, Tech vision Club ,Civic Club, Natya Manch Club, Swaranjali Club, Dancing Dolphins, Economics association, Media Club, Buzz com Connections, English literary association, Punjabi, Hindi, Sanskrit Sahitya Parishad, Kautilya History Association , Home Science Association, Rotaract club ,road safety club. Non-teaching level Representation in governing body and IQAC. Suggestions are considered while framing policies Participative management Strategic level The Principal, Governing body, Teachers and IQAC frame policies, rules and regulations regarding admissions, examinations, discipline, governance and support services.

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

No

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	Institution puts continuous efforts towards promoting quality education. It begins right away with the admission

procedure. Besides University dates of registration and admission , As soon as CBSE/ Haryana Board exams results are declared, a team of teachers from different streams is made available in the campus throughout the day for counselling the students who comes for admission query. 1. Teachers guide the students in choosing the stream and subjects that matches best with her interest and percentage obtained in the last board exam 2. Offers scholarship to needy / meritorious students 3. Complete set of course books to merit holders..

Industry Interaction / Collaboration

- Encouraging students to take part in industrial trainings arranged by the Institute
- Students are provided off-campus placement drive opportunities in various industry based companies.
- MOU has been Signed with the followings in YamunaNagar- MCN Solutions Pvt. Ltd. Micro Solutions Shivaji Market, Infuse-it , Aku physiotherapy healthcare centre, Cosmetology clinic, Santosh hospital, Thapar fashions, Aina creations Jagadhri, Sajji Savari Boutique Sec-17, Meerut Fine Tailors , Utthan Institute for Research Development , National Awareness Forum , Alcoholic Anonymous Society , Ganesh Enterprises , Hira Swar Mandir Academy , Sanjha Radio

Human Resource Management

Various practices and processes are adopted by the college that helps both employees and the organization to achieve their goals such as:

- Recruitment and selections on merit basis
- Professional training programs- Orientation, FDP, Refresher courses
- Appraisal through ACR, Attendance
- Annual Salary increments

Library, ICT and Physical Infrastructure / Instrumentation

- Guru Nanak girls College has a fully air-conditioned library with reading section for students and teachers.
- The library has a hub of books, Reference Books, General Books, Journals, Magazines, Newspapers, E-Journals, E-Books E-Question Bank prepared by teacher.
- Books are provided to needy and meritorious students every year.
- Availability of photocopier machine.
- Bar Coding of all books
- INFLIBNET facility
- Collection of syllabus past years question papers of UG, PG.
- ICT FACILITY
- Projectors installed in classrooms

	<p>and labs. • Wi-Fi enabled college campus. • 4 well-equipped computer laboratories. • Computer with Wi-Fi facility in each department . • Completely computerized staff salary and provident fund accounts.</p>
Research and Development	<p>• The college has a research cell. • The faculty members and students of the college are encouraged to attend International and national workshops, conferences and present research papers. • Faculty members are also motivated and encouraged to offer their expert services as resource person, subject experts and chairpersons. • Encouragement to interdisciplinary research. • Duty leave is granted for performing these activities.</p>
Examination and Evaluation	<p>The college follows the examinations and evaluation system prescribed by the Kurukshetra University. apart from that</p> <ul style="list-style-type: none"> • Projects, assignments, presentations, practical test and many other means of evaluation are followed. • Regular tutorials are conducted which help the students to ask related queries. • Procedures are also in place to communicate effectively to students about the University examination schedule. • The rules and regulations concerning the evaluation process are displayed on the college notice boards and in tutorials. • Students are Evaluated through Attendance and Internal Assessments and sessionals.
Teaching and Learning	<p>Teaching and learning is the main and primary goal of our College. College continuously improves its Infrastructure and learning process such as:</p> <ul style="list-style-type: none"> • Competency based courses- Honours Courses in various subjects, B.Com (CA/FT), Micro Biology, Bio Technology, Information Technology, Multimedia etc. • Add on courses • Organisation of Workshops, Conferences, Seminars Educational Trips for students and teachers. • Pre exam preparation • Special classes for weak students. • Financial aid/Scholarships to students. • Participation in various inter and intra college festivals and events. • Orientation programme "Know Your College" is conducted every year for freshers.
Curriculum Development	<p>The departments follow the syllabus designed by the University. Faculty</p>

members are the part of board of studies/committee of course/ University departmental committee for curriculum planning and syllabus design. In order to ensure success of students and producing high quality the curriculum is clearly connected to mission. The faculty believes in bringing out well - educated and well-groomed woman.

- Well framed time table for each semester.
- Lecturing a predominant method of induction i.e., Chalk and Board, besides that, class tests, Periodic examinations, Group discussions, Quiz contest, Assignments, Guest Lectures (extension)are also held.
- Lesson plan and assessment of students ensure content management of courses.
- Feedback based improvements.
- Enhancing quality of management education.
- Promoting physical fitness among students.

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

E-governance area	Details
Planning and Development	1. College website is regularly updated in the following areas: Administration, Academic, Admission, Infrastructure, IQAC cell, prospectus, student portal 2. All Academic Communication through official email ID 3. Online Submission of research project under various schemes.
Administration	1. Inter and intra communication through Whatsapp group and email 2. Generation of E-salary statement of staff. 3. Data generation and submission through email only. 4. Online data submission of students in employment office.
Finance and Accounts	All entries of Expenditure and budget are done on Talley software.
Student Admission and Support	1. Information regarding course, syllabi and fee, date sheet, placement of students, access to prospectus and scholarship etc. is provided on college website. 2. ACADEMIC MANAGEMENT SYSTEM SOFTWARE is used for admission and to collect the college fee
Examination	1. Examination forms filled through online postal on K.U.K. website. 2. Internal assessment and practical awards filled through online system. 3. All the information regarding internal and external examination filling of examination form, submission of

examination fee, date sheet,
information regarding reappear,
information of regarding issue of roll
no. slip through WhatsApp group

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nil	Nil	Nil	Nil	Nil
No file uploaded.				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	INTRODUCTION TO COMPUTER (SPOKEN TUTORIAL, IIT BOMBAY)	-	23/04/2019	23/04/2019	100	Nil
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
ORIENTATION COURSE	1	01/05/2018	28/05/2018	28
ORIENTATION COURSE	2	24/05/2018	20/06/2018	28
ORIENTATION COURSE	1	29/11/2018	26/12/2018	28
REFRESHER COURSE	1	22/05/2018	11/06/2018	21
REFRESHER COURSE	1	01/12/2018	21/12/2018	21
NATIONAL WORKSHOP	1	19/03/2018	25/03/2018	7
REGIONAL WORKSHOP	2	29/11/2018	29/11/2018	1

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
1	79	1	66

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Awareness programmes on health issues, Workshop on safety measures, Library facilities for staff ward, First-Aid facilities, Creche facility for staff ward, Water purifier and water coolers, Casual leave, Duty leave, Maternity Leave, Relaxing duty hours for the staff in special cases, Refreshment facility in staff room, G.I. Scheme, N. P. S, Microwave facility in Canteen. Recreational activities and sports activity and gym facility.	Refreshment facility during office hours, PF Scheme for non-teaching, Uniform to support staff, Awareness programme on health issues, Workshop on safety measures, Library facilities for staff ward, First-Aid facilities, Crech facility for staff ward, Water purifier and water coolers, Recreational activities and sports activity and gym facility, supporting staff presented with gifts and sweets on major festivals.	Fee concession to needy and meritorious students, Facility of Student Suggestion box for further improvement. On Campus First Aid Facility, complementary books distribution to the needy students at departmental level, Earn while you Learn faculty in Library Awareness programme on health issues, Workshop on safety measures, Recreational activities and sports and fitness facility. Well-furnished Common Room with canteen/Mess facility, on campus hostel facility.

6.4 – Financial Management and Resource Mobilization

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

The Institution has inbuilt mechanism of internal and external audit which perform timely check on the expenditure made through college funds as well as through various funding agencies. Fund allotment and disbursement through schemes is regularly checked and recommended to the account office through Principal. Internal audit is conducted on regular basis throughout the whole year by Chartered Accountant. T. D. S and G.S.T. returns are filled regularly online under the supervision of concerned professional. For external audit, statutory audit is conducted every year and audit report prepared in Form 10 B. Income Tax returns are regularly filled by Chartered Accountant. UGC and DGHE Audits are conducted by the concerned department on random basis. Inspection conducted by the Kurukshetra University Kurukshetra throughout the year. Timely submission of audited statements of expenditure, utilization certificate and purchase of library books and journal is executed well within the time framework and submitted to the funding agency.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
S. Manoranjan Singh Sawhney, Mrs. Madhu Sawhney, Mrs. Varinder	1009900	For college welfare

Gandhi, Mrs. Veena
Chopra, Ms. Rajvinder
kaur, Mrs. Meenakshi
Gupta, Mr. Amarnath
Bansal, Mrs. Dilshad
Kaur, Mrs. Vibha Awasthi

[View File](#)

6.4.3 – Total corpus fund generated

155449

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	Yes	Faculty Mambers
Administrative	Yes	CA	No	Nill

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

1. There are flexible hours for parents to meet the teacher regarding progress of their ward. Parents can meet the teachers anytime they want regarding the progress report of their ward 2. No objection certificate is given by parents during the education trip. 3. Parents permit their ward to take part in the youth Festival as well in other college functions even while they have to stay longer.

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

1. Encourage to take part in co-curricular activities in the college. 2. Encouraged to take part in Community Development Programs like blood donation etc.. 3 Encouraged to take part in Social Services.

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

1. Enhancement of transport facility through the purchase of two Buses. 2. Upgradation of ICT Facility by replacement of older systems with new. 3. Introduction of Integrated Course.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Internatio nal Seminar on Lohgarh Khalsa Rajdhani	25/10/2018	25/10/2018	25/10/2018	350

2018	Tally Course By Commerce Department	04/09/2018	04/09/2019	04/09/2019	36
2018	Organized by Computer Science and IT department in Collaboration C# Corner Workshop on Digital Marketing	09/08/2018	09/08/2018	09/08/2018	53
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Awareness programme on Gender Equity by Mr. Sajjan Kumar and his team organised by Women Studies Cell	12/09/2018	12/09/2018	35	Nill
Beti Bachao Beti Padhao organised by Women Studies Cell in collaboration with Divya Jyoti Sansthan	17/01/2019	17/01/2019	70	Nill
An Essay writing competition on topic Gender Discrimination in sports to celebrate National Sports Day	29/08/2018	29/08/2018	20	Nill

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

Percentage of power requirement of the University met by the renewable energy sources
12.8

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	4
Provision for lift	Yes	3
Ramp/Rails	Yes	3
Braille Software/facilities	Yes	1
Rest Rooms	Yes	4
Scribes for examination	Yes	1
Special skill development for differently abled students	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	3	4	01/04/2018	82	Celebration of International Yoga Day by organizing Yoga Camp	Maintenance of Students and Staff fitness by Physical, Mental Spiritual exercises	85
2019	2	3	01/01/2019	31	Roti Project	Social Welfare	173
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of Conduct for Students in College Prospectus	02/07/2018	Formation of the following committees to ensure the implementation of the Code of Conduct by the students: Prospectus Committee, Admission Committee, Admission Eligibility Committee, Scholarship/Fee Concession Committee, Time Table Committee, Change of Subject Committee, Formation working of Tutorials, Anti - Ragging Committee,

		Anti - Sexual Harassment Committee, Discipline Committee
Code of Conduct for Students in Hostel Prospectus	02/07/2018	Formation of the following committees to ensure the implementation of the Code of Conduct by the students in hostels : Hostel Committee and Mess Committee
Code of Conduct for Students in College Library	02/07/2018	Formation of Library Advisory Committee to ensure the implementation of the Code of Conduct by the students in library
Code of Conduct for Students in Computer Labs.	02/07/2018	Code of conduct in computer Lab is ensured by faculty Member Taking practical lab. They ensure that students follow the instructions Displayed in all computer Labs. Various Workshops and Certificate courses apart from syllabus are Provided them so as to inculcate Professional work ethics and awareness about security threads existing in cyber world.
Code of Conduct for Students in Canteen	02/07/2018	Formation of Canteen Committee to ensure the implementation of the Code of Conduct by the students in college canteen
Code of Conduct for Teaching Staff	02/07/2018	Code of Conduct as per norms of DGHE / KUK
Code of Conduct for Non-Teaching Staff	02/07/2018	Code of Conduct as per norms of DGHE / KUK

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Poster Making Competition on Female Foeticide by Hindi Department	03/09/2018	03/09/2018	30
Social Economic Survey was done in village kalanor	16/10/2018	16/10/2018	17
Food Donation Drive on New Year by college Rotaract Volunteers to	01/01/2019	01/01/2019	19

children of Slum Area			
Project of Play Dhruvswamini on Women Empowerment by Hindi Department	04/02/2019	04/02/2019	60
View File			

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

1. Maintaining the tradition of gifting a sapling as a token of honour to all the guests and visitors on various college functions. 2. Awareness Program organised by department of History on 'Save Water' to various villages by 120 students. 3. Sensitizing the students regarding environment consciousness via encouraging tree plantation by gifting them a plant sapling as their birthday gift on the Sangrand of every month. 4. Tree Plantation is being practised by the Chief Guests in college campus at various functions to enhance the lush greenery grade of the campus. 5. Rain Water Harvesting System for conserving water and enhancing water table level. 6. Promoting Solid Waste Management via Sewage Treatment Plant. 7. Usage of Solar Lights as alternate renewable source of energy. 8. Application of Solar Geysers in campus hostels for minimising traditional electricity consumption. 9. Utilisation of biodegradable waste through Vermicomposting unit.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Imbibing the teachings of Shri Guru Nanak Dev ji and spiritual values of our great visionary Founder Sant Nischal Singh ji Maharaj amongst the teachers and students of our college via adoption of the following best practices: a) Recitation of College Shabad and Ardas in Daily Morning Assembly. b) Singing of National Anthem in Daily assembly to instil patriotism. c) Commencement of academic sessions is done by Sukhmani Sahib Path in college Gurudwara Sahib. d) Monthly Sangrand Celebration in College Gurudwara Sahib. e) Annual Celebration of Shri Guru Ramdas ji's Gurupurab to follow His teachings of secularism amongst staff and students. f) Biennial Aarambh and Bhog of Shri Akhand Path Sahib ji before commencement of Semester Exams. g) Teaching Gurmukhi Recitation of Gurbani Path to the people in their surroundings. Maintaining the integral value of discipline as a life skill amongst students to make them the responsible citizens of society: a) Invigilation duties are performed by teachers for checking bus passes of the daily college bus commuters to avoid outsider entrants. b) Proctorial duties are given by the staff members during their free periods to maintain discipline during teaching hours. c) Gating is carried out by the security staff till 1.00 P.M. d) Entry of the outsiders is checked by maintaining the records in visitors' book. e) CCTV surveillance is done for overall smooth functioning. f) Plucking of flowers is strictly prohibited in the campus. g) Usage of mobiles is banned in teaching zones. h) Throwing litter in fixed dust bins in the premises. i) Regular morning Yoga activity in the college campus.

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

<https://www.gngcollegeynr.com>

7.3 – Institutional Distinctiveness

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

Guided by the noble ideas of our Founder Sant Pandit Nischal Singh ji Maharaj, the college has tirelessly been working towards giving opportunity of higher education to girls of urban as well as rural areas. Education is the key to success and dispels the darkness of illiteracy, builds the character and makes a person worthy citizen. With a view to enable students to keep pace with the changing scenario, we at Guru Nanak Girls College focus on their comprehensive development. We believe in holistic and homogenous approach and work for overall development of our students. Our distinctive feature is the best and decentralized admission process and participative practice where everyone (teachers, non-teaching staff and students) co-ordinate and co-operate. Counselling is carried out by the Principal, admission committee and faculty members by visiting various schools of town and nearby villages every year. Canvassing teams approach the nearby rural areas for motivating parents and students to continue higher education for the girls so as to make them financially independent. College campus visits are also arranged so as to acquaint the students as well as parents about the infrastructural and educational propositions of the campus. The process also involves counselling sessions one month before the start of admissions wherein the teachers and non-teaching staff interacts and mentor students about the availability of the various courses in our college premises and options they can explore for pursuing graduation. Being a minority institution with offline mode of admissions, the students applying for admission are counselled personally at the time of application. Vocational interests of the aspirants are dealt in a professional manner by the experienced faculty members on admission duties. Students are also guided with the job prospective of various courses before making a final decision for the choice of the main subject. The doubts of the students are also clarified with great personal concern. They are made aware of various concession as well as scholarship schemes prevalent in the college. There is a provision of special help to financially weak students. Staff scholarship is also made available to the needy students. The total annual fees is bifurcated in easy instalments to cater the financial problems of the deserving but economically weaker students so that no student is forced to discontinue her higher education owing to financial constraints. The provision of hostel within the campus is an added attraction for the parents and guardians from security aspect of their wards This whole process in turn helps the girl students to pursue their higher education and reach appropriate career destinations. The students are groomed to respect professional competence, so that they develop abilities to assume positions of leadership and shatter inhibitory glass ceilings. In our institution, the emphasis is on a liberating mode and not a domesticating pedagogy.

Provide the weblink of the institution

<https://www.gngcollegeynr.com>

8.Future Plans of Actions for Next Academic Year

? Introduction of new B. Voc. Courses under NSQF scheme of UGC o Sports Nutrition Physiotherapy o Interior Designing o Software Development o Graphics Animation o Marketing Management IT o Food Processing Preservation ? Planning and implementation of: o 4 years Integrated B.A. - B.Ed. Course o 4 years Integrated B.Sc. - B.Ed. Course ? Planning and implementation of : o B. Voc in Tourism Travel Management o B. Voc in Apparel Designing ? Planning and implementation of Advanced Diploma in Hotel Management and Catering Technology under Community College ? Updation of CCTV System ? Updation of infrastructural facilities in mess canteen (AC installation)