Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. **Name of the Institution**	**G. H. G. KHALSA COLLEGE OF EDUCATION**
Name of the head of the Institution	**DR SARBJIT KAUR**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**01624275228**
Mobile no.	**9814753496**
Registered Email	**iqacghgedu@gmail.com**
Alternate Email	**ghg_edu@yahoo.co.in**
Address	**Gurusar Sadhar, distt Ludhiana**
City/Town	**Ludhiana**
State/UT	**Punjab**
Pincode	**141104**

2. **Institutional Status**

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr. Manu Chadha**
Phone no/Alternate Phone no.	**01624275228**
Mobile no.	**9915560719**
Registered Email	**iqacghgedu@gmail.com**
Alternate Email	**ghg_edu@yahoo.co.in**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.ghgcollegesadhar.org/index-website.php?inst-id=3

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.ghgcollegesadhar.org/index-website.php?inst-id=3

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity Period From	Period To
1	**A**	**3.04**	**2009**	**13-Feb-2009**	**12-Feb-2014**
2	**A**	**3.30**	**2017**	**25-Sep-2017**	**24-Sep-2022**

6. Date of Establishment of IQAC	**22-Jul-2009**

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
IMNE Workshop	**05-Sep-2018** **3**	**15**

Vigilance Awareness Week	29-Oct-2018 6	45
Awareness About Drug Addiction Among Youth	07-Feb-2019 1	40
Naitik Sikhya Exam	13-Feb-2019 1	44
Workshop on Innovations in Internship	08-May-2019 1	85
Seminar on New Policies of NCTE	09-Feb-2019 1	100
View File		

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
GHG Khalsa College of Education Gurusar Sadhar	Seminar	CDC Panjab University Chandigarh	2019 1	30000
No Files Uploaded !!!				

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 :	7
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	No
Upload the minutes of meeting and action taken report	No Files Uploaded !!!
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)

IMNE Workshop Naitik Sikhya Exam Seminar on New Policies of NCTE Seminar for creating awareness about various career opportunities Lecture on the topic "Latest Trends in Education and Research"

• Extension lecture on the topic "Quality Enhancement in Education" on April 20, 2018. • Extension lecture on the topic 'Air, Water & Environment' on December 31,

2018. • Lecture on the topic "Superstitions and Society" on January 01, 2019. • Lecture on "Dental Hygiene" on January 02, 2019. • Lecture on the topic "Environmental Sustainability" on January 03, 2019. • Student Financial Aid was disbursed to 8 needy students.

Workshop on Innovations in Internship Vigilance Awareness Week

No Files Uploaded !!!

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
Organise Workshop	A three days long workshop INME was conducted on September 57, 2018
Organise Workshop	"Innovations in Internship" on May 08, 2019
Organise Seminar	"New Policies of NCTE: Future of Education in India" on February 9, 2019
Promote research culture: Minor/Major Research Projects.	"Latest Trends in Education and Research" on September 14, 2018
Establishing Panjab University Research Centre in the college	Applied to the affiliating University
[View File](#)	

14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
IQAC Cell	20-Aug-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**Yes**
Date of Visit	**25-Sep-2017**
16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2019**
Date of Submission	**21-Feb-2019**
17. Does the Institution have Management Information System ?	**Yes**

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	ERP modules Fees, attendance, timetable, hostel, examination, events

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The College is affiliated to Panjab University, Chandigarh and follows the curriculum prescribed by the university. The college is recognized as a premiere institute of learning as it promotes academic excellence. The college prepares academic calendar for each session in accordance with the schedule provided by the university. An active plan for timely implementation is formulated by the institution to ensure effective delivery. To monitor academic performance an academic committee consisting the heads of various departments and chaired by the Principal prepares policies after strategizing the best methods to successfully implement the curriculum. Various strategies are worked out after discussions with the members. The Prospectus mentions the Semester specific courses and also the evaluation procedure and weightage for both General and Honours programmes. Class wise Time Table is drafted and finalized well ahead of the commencement of semester. The papers/options are allotted after careful consideration of the qualifications, subject specializations, experience and performance. Faculties are encouraged to prepare an active plan for their classroom teachings of the each semester even before the academic year commences. The preparation of such a plan helps with effective distribution of syllabus, clarity of curriculum and timely completion of the course. The teaching plans are prepared by the respective teachers who are in charge of the subjects. Continuous evaluation is maintained throughout the year by conducting tests after completion of syllabus. The minimum number of working days as stipulated by the university is adhered to every year. Continuous assessment and academic progress of students through Internal Tests is followed. All the laboratories are replenished every year as per the requirement of the curriculum. Classroom teaching is supplemented with seminars, workshops, special lectures, group discussions, Tutorials, Departmental Quiz, paper presentation by the students, projects, group assignments, term-papers, educational tours, field trips and industrial visits for effective delivery of curriculum, which are done in a planned manner. Along with the traditional chalk and talk method use of ICT based learning has been incorporated in all departments for communication with students to make the teaching learning process more learner-centric. YouTube assisted learning; experiential learning, participative learning &ProblemSolving method are also used for effective curriculum delivery.College organises interdisciplinary competitions, events or exhibitions. Record of the regular attendance, mark lists and progress of the students are maintained and preserved by the respective teachers. Proper attendance is ensured by giving timely SMS .The college encourages faculty members to attend Orientation/Refresher courses, workshops and present papers in seminars conducted by the affiliating and other Universities for acquiring necessary skills for effective delivery of the curriculum.

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

Development Skills in Fine Arts	NA	01/02/2019	90	Self Employment	Art Painting

– Academic Flexibility

– New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BEd	NA	16/07/2018
MEd	NA	16/07/2018
No file uploaded.		

– 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
BEd	NA	16/07/2018
MEd	NA	16/07/2018

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

	Certificate	Diploma Course
Number of Students	9	0

– Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Resume writing	22/10/2018	15
Finishing School Programme	04/10/2018	92
No file uploaded.		

– Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BEd	Teaching Internship	92
MEd	Field based internship	15
No file uploaded.		

– Feedback System

– Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained

Structured feedback on curriculum is received from different stakeholders is gainfully deliberated upon employed to strengthen curriculum planning and development and new strategies and programmes are devised to address the issues flagged by stakeholders to make the delivery of curriculum effective.The institution also has a well-defined system of feedback in the form of- Central Students Council: The College has a central student's council comprising of ten members from B.Ed and M.Ed classes. The class representatives provides extensive feedback during the formal as well as informal meetings regarding the different aspects of curriculum and its transaction. Feedback from the heads of practicing schools: The principals of the practicing schools are asked to fill in their observations regarding the skills demonstrated by the pupil teacher to carry out the task of teaching and learning. The performa of feedback was prepared by the faculty and principal at the institutional level. Feedback from Alumni: The alumni association of the college organizes annual meetings during which the old students of the college, who are employed as teacher/heads/administrators or living abroad, also suggest improvement in the functioning of the college programmes (curricular as well as extracurricular) during formal or informal meetings. Feedback from Parents: Parents provide feedback in the informal meetings at the time of admissions, college functions and at the time of evaluation and farewell of the students. Feedback from the Staff: Regular staff meetings are carried out in which the faculty provides feedback received from the students in their routine classes, informal meetings and tutorial groups regarding participation in various activities. Feedback from the Mentor Group: Under the mentor group system practiced by the institution the students give their feedback to the mentor group in charge about the different aspects of curriculum, difficulty faced by them in a particular course work, the certain areas which should be a part of the current curriculum etc. Confidential Feedback from the students: At the end of the year, the students fill in the Feedback Performa as under: ? Student's feedback questionnaire regarding the whole programme. ? Student's feedback questionnaire regarding the teacher's performance in the curriculum transaction. ? The System Approach Analysis is used to review the educational system of the college. The results obtained in the Panjab University Final Examinations are used as reflective indicators of the strengths and weaknesses of the courses and curricula. This feedback is discussed at faculty meetings, suggestions are invited and given due consideration. Consensus made in the faculty meetings are discussed at length at IQAC meetings. All the feasible outcomes are shared at Board of Studies meeting by the head of the institution and by the faculty members at the curriculum revision workshops conducted by PU Chd. from time to time.

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
MEd	General	100	20	19
BEd	General	200	189	189
No file uploaded.				

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	Number of students enrolled in the institution	Number of fulltime teachers available in the	Number of fulltime teachers available in the	Number of teachers teaching both UG

	(UG)	(PG)	institution teaching only UG courses	institution teaching only PG courses	and PG courses
2018	189	19	17	0	10

– Teaching - Learning Process

– 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	Numberof smart classrooms	E-resources and techniques used
17	17	70	6	3	4

View File of ICT Tools and resources

View File of E-resources and techniques used

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

Yes, Mentoring system is followed in the college. • Total numbers of students are divided into small groups headed by staff members.Mentor groups are formed in which 10 to 12 students are assigned a mentor. • There is a provision for Mentor period in the time table.Mentor groups meet during the mentor periods weekly and as and when they have some personal or study problems • Small group interactions and personal care is provided in mentor groups to share their experiences and discuss their problems. • Mentors provide counseling to the students for their educational, personal, psychological, vocational, emotional problems. • Mentors motivate students to develop positive attitude and participate in curricular and co-curricular activities. • Morning assembly is organized by each mentor group in which all the students of the group participate, such an activity instills confidence for public speaking. • All the mentor incharges prepare a cummulative record profile of the students to keep a track of their development.• The institution has a central library, cyber library and enriched resources in college library for effective teaching and mentoring. .

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
208	17	1:12

– Teacher Profile and Quality

– 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
13	17	0	0	13

– 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
2018	Dr. Manu Chadha, State Level	Associate Professor	certificate of appreciation from youth services Punjab Ludhiana (Punjab state aids control society, Chandigarh)
2019	Dr. Rachhpal Singh, State Level	Assistant Professor	Honour for Attaining Ph.D.

2019	Dr. Jasleen Kaur, State Level	Assistant Professor	Honour for Attaining Ph.D.
2019	Dr. Mini Sharma, State Level	Assistant Professor	Honour for Attaining Ph.D.
2019	Dr. Satveer Kaur, State Level	Assistant Professor	Honour for Attaining Ph.D.
No file uploaded.			

– Evaluation Process and Reforms

– 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
MEd	General	st 2nd year	24/12/2018	14/01/2019
BEd	General	1st 2nd year	24/12/2018	14/01/2019
No file uploaded.				

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

Internal Assessment: There is a provision of continuous evaluation of the student's progress which is monitored by keeping the records of the performance of each student in the each activity. There is internal evaluation (10) in each of the theory paper as well as methodology papers which is based on • Class attendance • Participation of the student in class discussion • Written assignments • Snap tests • General behavior • Seminar Performance. • Internal evaluation for the practical in each subject is also 10 which is based on the specified practical work such as Practice teaching and its records • Preparation of practical files • Online evaluation of assignments submitted by students, regular class tests House examinations,Student Seminar • Group discussions, PowerPoint presentations, debate competition, dissertations, short-term field tours and report preparation, assignments etc. • Students' areas of weakness are filtered from the evaluation of their series of internal assessment • Students are divided into groups, each group comprising academically strong and not-so-strong students and made to discuss and write assignments together contribution/ knowledge gained by members of the group is tested through interactions • Oral presentations by students during the last 10 minutes of the class periods • Students deliver a short lecture on the taught topic in the same class, subject to availability of time • Welcome discussions on topics from the syllabus on which research may be initiated. There is 30 internal assessment in each of the subject for M.Ed class. The internal assessment for the dissertation work is 100 marks which are submitted by their supervisors. The internal assessment is based on the sessional work of the students.

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

The institution is an affiliated college. Examinations are conducted at the end of each semester by the affiliating University. College informs students about the university notices and circulars related to the examinations from time to time through student notice board, notice boards, college website and also verbally by the faculty members of the college. All departments conduct internal assessment of students and students are well informed about these internal examinations well in advance . Internal assessment dates are also

– Student Performance and Learning Outcomes

– 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)

http://www.ghgcollegesadhar.org/index-website.php?inst-id=3

– 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
M.Ed.	MEd	General	19	19	100
B.Ed.	BEd	General	189	189	100
No file uploaded.					

– Student Satisfaction Survey

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

College has a Feed back Performa that seeks feedback related to teaching learning evaluation ,teachers,infrastructure. The report of academic session is approved by IQAC. http://www.ghgcollegesadhar.org/index-website.php?inst-id=3

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

– Resource Mobilization for Research

– 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
Any Other (Specify)	1	CDC Panjab University Chandigarh	30000	30000
No file uploaded.				

– Innovation Ecosystem

– 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
Creating Awareness about various Career opportunities available for youth in India	G.H.G Khalsa Colleges, Gurusar Sadhar	08/10/2018
"Innovations in Internship"	collaboration with Bombay Teachers' Training College, Mumbai under the faculty exchange programme.	08/05/2019
"New Policies of NCTE:	GHG Khalsa College of	09/02/2019

| Future of Education in India | Education,Gurusar Sadhar | |
| Quality Enhancement in Education | GHG Khalsa College of Education,Gurusar Sadhar | 20/04/2018 |

– 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
Teaching Aid Preparation	Manpreet Kaur	Panjab University	25/01/2019	Zonal
Teaching Aid Preparation	Amritpal Kaur	Panjab University	25/01/2019	Zonal
Teaching Aid Preparation	Pawanpreet Kaur	Panjab University	25/01/2019	Zonal
Teaching Aid Preparation	Kiranpreet Kaur	Panjab University	19/01/2019	Zonal
Teaching Aid Preparation	Seena	Panjab University	19/01/2019	Zonal
Skill in Teaching	Rupinder Kaur	Panjab University	25/01/2019	Zonal
Skill in Teaching	Mandeep Kaur	Panjab University	25/01/2019	Zonal
Skill in Teaching	Neetika Jindal	Panjab University	24/01/2019	Zonal
Skill in Teaching	Khushpreet Kaur	Panjab University	19/01/2019	Zonal
Skill in Teaching	Kiranpreet Kaur	Panjab University	19/01/2019	Zonal
View File				

– 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
Finishing School Programme	Finishing School Programme	College	Finishing School Programme	Personality development	04/10/2018
Skill deveopment	Interv personal skill	college	Soft Skill development	Effective co mmunication Skill	07/01/2019
No file uploaded.					

– **Research Publications and Awards**

– Incentive to the teachers who receive recognition/awards

State	National	International
6000	00	00

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

Name of the Department	Number of PhD's Awarded
Education	4

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Education	1	0

View File

– Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Education	3

View File

– 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
NA	NA	NA	2018	0	NA	0

No file uploaded.

– 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
NA	NA	NA	2018	0	0	00

No file uploaded.

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	24	53	3	0
Presented papers	1	23	0	0
Resource persons	0	24	0	0

No file uploaded.

– **Extension Activities**

– 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
Republic Day Celebration	Social Vision Club	5	100
Naitik Sikhya Exam	Guru Gobind Singh Study Circle	2	44

Superstitions and Society	NSS Rationalistic Society of Punjab	4	100
Extension lecture on the topic 'Air, Water Environment'	NSS	2	100
Blood Donation Camp	GHG Khalsa Colleges	17	5
"Drug Addiction Among the Youth"	Red Ribbon Club	2	35
Teachers' Day Celebration	Blue Bells English Society	2	92
Independence Day celebrations	Social Vision Club	5	208
Tandrust Punjab Mission	Punjab Government	17	100
No file uploaded.			

– 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
PU Zonal Interzonal Youth Festival	Awards	Panjab University,Chandigarh	37
PU Zonal Interzonal Skill in Teaching	Awards	Panjab University,Chandigarh	11
PU Education Evening Colleges Athletic Championship	Awards	Panjab University,Chandigarh	8
No file uploaded.			

– 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 activites	Number of students participated in such activites
Vigilance Awareness Week	Govt. of India	Integrity Pledge, essay writing competition, elocution, slogan writing competition	1	40
Cause for Service	NSS	Blood Donation Camp	2	15
AIDS Awareness and Drug Addiction Awareness	Red Ribbon Club of GHG KHalsa College of Education	Drug Addiction Among the Youth"	2	100
No file uploaded.				

– Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Faculty Exchange	22	College funds	2
Latest Trends in Education and Research	100	College Funds	1

No file uploaded.

– 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
Field base experience	Internship practice	5Secondary Sr.Sec Schools of neighbouring areas	10/10/2018	25/10/2018	7
internship	Teaching practice	22 Secondary Sr.Sec Schools of neighbouring areas.	01/08/2018	24/11/2018	97

No file uploaded.

– 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
Bombay Teacher Training College,Mumbai	08/05/2019	Faculty Exchange Programme	22

No file uploaded.

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
217000	82224

– Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing

Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Classrooms with Wi-Fi OR LAN	Existing
No file uploaded.	

– Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Koha	Partially	19.11.03	2017

– Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	26417	5662094	17	8215	26434	5670309
Reference Books	968	948000	0	0	968	948000
e-Books	61	20616	4	430	65	21046
Journals	28	13880	0	0	28	13880
e-Journals	2	4700	0	0	2	4700
Digital Database	1	5900	0	0	1	5900
No file uploaded.						

– 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
Dr Manu Chadha	Mindset Ideas	Blogspot	13/02/2018
Dr Ramandeep Kaur Sidhu	Learningmaterialghg	Blogspot	05/02/2018
Dr Pargat Singh Garcha	drpargat.blogspot	Blogspot	07/02/2018
Mr.Gurpartap Singh Gill	Teaching and Learning through ICT	Blogspot	16/01/2018
GHG Journal of Sixth Thought	ghgresearch.blogspot	blogspot	16/01/2018
No file uploaded.			

– IT Infrastructure

– Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidt	Others

								h (MBPS/ GBPS)	
Existing	53	1	1	2	1	1	1	10	0
Added	0	0	0	0	0	0	0	0	0
Total	53	1	1	2	1	1	1	10	0

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

10 MBPS/ GBPS

– Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Free	https://www.youtube.com/user/garchakama181
Free	https://www.facebook.com/pargat.garcha.3

– Maintenance of Campus Infrastructure

– 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 incurredon maintenance of physical facilites
330000	218822	1833934	2567676

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

The facilities and infrastructure is planned as per the norms and requirements of NCTE and Panjab University, Chandigarh. • The management has a separate department to maintain the infrastructure of all the institutions under its administration. • There is a Director (Development), Registrar and a supervisor appointed to look after the development and maintenance work. • The building is white washed / painted every alternative year. • There is a workshop to handle the dilapidated work. The institute has a contract mechanism under which electric work, wood work, sanitary work etc. are accomplished. • The college building is fully insured against any kind accidental damages. The hardware and software purchased from the market are maintained under the Maintenance Contract Agreement (AMC) i.e. Intercom, Photostat, Fax, Computers, Water Coolers etc. are covered under the maintenance agreements. • The institution regularly spends a portion of its budget for the proper upkeep and maintenance of its infrastructure. Termite treatment is carried out from time to time.

http://www.ghgcollegesadhar.org/index-website.php?inst-id=3

CRITERION V – STUDENT SUPPORT AND PROGRESSION

– Student Support

– Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Student Aid Fund	8	43000

Financial Support from Other Sources			
a) National	Post Matric Scholarship, Merit Cum Means Scholarship	56	945098
b)International	0	0	0
No file uploaded.			

– 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
Mentoring	16/07/2018	208	Institution and Faculty
Communication and Language Skills	16/07/2018	208	Language Teachers and Mentors
Resume writing and Interview Skills	16/08/2018	107	Schools of Neighboring Areas
Remedial Coaching	20/11/2018	40	Faculty Members
Personal Counselling	20/08/2018	20	Counsellor and Mentors
Yoga and Games	16/07/2018	208	Physical Education Instructor
Finishing School Prgrammes	04/10/2018	107	Mentors and Community Mentors
No file uploaded.			

– 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 passedin the comp. exam	Number of studentsp placed
2018	NET	25	75	12	55
2018	Teacher Eligibility Test(TET)	92	75	5	0
2018	CTET	92	75	2	1
2018	CET(for MSc)	15	75	10	10
No file uploaded.					

– 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
2	2	15

– Student Progression

– Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
nil	0	0	Babe ke College of Education Daudhar BU College of Education Upoke Baba Kundan College of Education, Ludhiana GHG Public Model School Raqba Akal Academy Swaddi kalan BISBKS (N) Publc School Jhorhan GGS Tutorials Raikot Dr Ambedkar Institute Mohalli	45	45
			[View File](#)		

– Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	7	M.Ed.	Education	Punjabi University Patiala (1), SCD Govt College (2), GHG Khalsa College Gurusar Sadhar (2), Panjab University (2)	Ph.D. MA (Eng, Pbi,) MSc (Maths)
2018	7	B.Ed.	Education	Swami Ganga Giri Raikot (3), LPU (2), Kamla Nehru Phagwara (1),	MA (Pol Sci, Hist, Geog), M.Ed.

| 2018 | 38 | B.Ed. | Education | GHG Khalsa College, Gurusar Sadhar (8), SCD Govt College Ludhiana (9), Govt College Jagraon (1), GOvind National College Narangwal (1), Doraha (1), Panjab University (10), GHG Khalsa College of Education GUrusar Sadhar (3), GTB Dakha, Mullanpur (5) | MA (Eng, Punjabi, Hindi, Geog, Eco, History, Pol Sci), M.Sc (Chem, Phy, Maths, Bot), PGDCA, M.Ed. |

No file uploaded.

– 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	12
Any Other	7
Any Other	10
No file uploaded.	

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

Activity	Level	Number of Participants
Annual Athletic Championship Evening and Education Colleges	Panjab University	20
Skill in Teaching Competition	Panjab University	8
On the spot Teaching Aid Preparation Competition	Panjab University	8
Youth Festival(Zonal Interzonal)	Panjab University	50
Youth Festival	State Level	10

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/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	NA	National	0	0	0	NA

No file uploaded.

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

• Central Student Council is formed every year which helps in active involvement in decision making in all major activities and functions.• Central student council which includes class representatives of B.Ed. and M.Ed. also put forward their queries and problems during meetings with the Principal and faculty.• Central Student Council solves the problems of teacher trainees with the help of Principal and faculty. • Central student council is a part of the IQAC and participate in strategic decision making.• The Principal, Faculty and the Central Student Council meet once in a fortnight to discuss the progress of students in academics. The college council meets once in three months to discuss various matters on the college particularly on student progression. The suggestions and feedback from the officials helps in amendment and improvement of policy decisions and take measures to improve academic performance of the students.• Staff meetings, meetings with central student councils, help in bringing to forefront the various problems encountered in conduct of programmes and implementation of policies and Inspirational Talks, Leadership development through Central Student Council.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Formal Alumni association was formed on May 18, 2003 under the Patronage of Dr. J.S.Brar. Alumni Association Membership was renewed in the year 2014.The college has a strong Alumni Association which is functional not only in India but also in USA and Canada.The alumni association of the college organizes annual meetings during which the old students of the college, who are employed as teacher/heads/administrators or living abroad, also suggest improvement in the functioning of the college programmes (curricular as well as extracurricular) during formal or informal meetings.Every year alumni association gives scholarships to the needy students from Alumni Association fund

5.4.2 – No. of enrolled Alumni:

1025

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

45380

5.4.4 – Meetings/activities organized by Alumni Association :

Annual executive committee meeting of the Alumni Association of the college was organized on November 10, 2018 in the college campus., which included viability of self- financed or short-term courses in the college and financial help to

economically backward students. More than 200 alumni were present in the meeting, during the session 2018-19, Major activities of alumni association are: • Students were provided financial aid from the Students Aid Fund of the College and from Alumni Association fund. During the current session, a total of Rs.43,000/- was disbursed among 8 needy students. • The alumni contribute books to the book-bank of the college. • Alumni facilitate linkages with the community. • Alumni facilitate linkages with other academic institutions where they are working. • Participate as delegate, resource person in seminar and workshops in the college. • Provide valuable feedback, suggestions regarding working of the college and regarding requirements of teaching profession

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)

• The institution continues to strive for excellence in all its endeavours with decentralization and participatory approach. The College has a coordination committee comprising of President, Vice-President, Secretary, Director, Registrar and other members to provide leadership for the effective administration. It monitors the developmental activities, transaction of teaching and learning activities, class results, financial transactions, Human resource management etc • The management of the institution always strives to put best efforts for quality sustenance and enhancement and takes various measures for the same. The management has appointed the Director development and Registrar to monitor and guide the Principal and faculty in undertaking developmental activities of the institution and also maintaining its tradition of providing quality education. • Enterprise Resource Planning Software has been installed in the institution for integrating data and information regarding administration and academic aspect. . • The management reviews the activities of the institution by informal visits and is also formally invited for meetings, functions or any other get together. • Principal holds regular meetings to identify responsibilities keeping in view the abilities, competencies and work load of the staff. Principal ensures that each faculty member is equally involved in all college activities • In the beginning of every session, a meeting of staff and principal is organized to review the activities of the previous session. • Important duties and responsibilities are assigned committee wise according to the events and activities to be held in current year. Minutes of meeting are recorded. .• The internal administration of the college works smoothly. There is democratic and human environment prevailing in the campus. There is a good rapport between the Principal and the Staff members. • Central student council which includes class representatives of B.Ed. and M.Ed. also put forward their queries and problems during meetings with the Principal and faculty. • Central Student Council is formed every year which helps in active involvement in decision making in all major activities and functions Central Student Council solves the problems of teacher trainees with the help of Principal and faculty. • Central student council is a part of the IQAC and participate in strategic decision making.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Industry Interaction / Collaboration	• Links and Collaborations with NCERT,

		NCTE, CTE, CDC, Panjab University, Chandigarh, to organize international and national seminars, workshops, faculty development programmes. • Association with more than 25 practicing schools, DIET, CTE, AIAER, GERA helps us in realization of paradigm shift made by the state in secondary school curriculum which enable faculty to train our would be teachers in a desired manner. • The excellent rapport with our practice teaching schools helps our student teachers to experience directly the functioning of a full-fledged school. This makes the internship programme effective and fruitful. The College has signed a MOU with Bombay Teachers' Training College, Mumbai. The MOU is signed with the objectives to draw benefits from increased collaboration, cooperation and interaction for producing quality teachers from both the colleges.
	Research and Development	Encouraging joint research by faculty members, which has resulted in their national and international joint publications.Encouraging faculty members to undertake major and minor research projects and disbursement of received research funds for purchase of items without delay.Faculty members are presently undertaking major and minor research projects funded by UGC.• College has a fully functional Research Cell in order to promote research activities among the students and the staff.
	Examination and Evaluation	Semester examinations are conducted by the affiliating university. College conducts internal assessment of students according to the university guidelines. Class tests/surprise tests, student seminars, interactive sessions, practical examinations, debates etc are conducted by departments to evaluate the students. Examination sub-committees and tabulation sub-committees have been formed by the Teachers Council for effective implementation of the evaluation reforms of the university
	Teaching and Learning	the teachers adopt interactive methods of teaching like group discussion, heuristic method, project method, problem solving method, demonstrations, e-learning method. Collaborative

	teaching learning approach, etc. are used in the college to provide sufficient scope for effective learning. Various models of teaching are used for effective teaching .• The college ensures integration of traditional as well as latest learning methodologies to impart instruction and providing various learning experiences to the prospective teachers.• Individual attention is paid to each student by providing on the spot feedback regarding the response and performance of the learner. • Students are given assignments as well as project work concerning teaching methodology subjects. .
Curriculum Development	Curriculum designing and development is decided by the affiliating university. Principal and Faculty members interact with the university and provide their views related to curriculum development.
Library, ICT and Physical Infrastructure / Instrumentation	Renovation and upgradation of laboratories, subscribing journals for the central library, lift facility, waiting room construction, purchase of new computers, printers etc have been proposed in the DPR of RUSA scheme and is under process in the current academic year.
Human Resource Management	• Students are encouraged to participate in seminars, special lectures, field tours, quiz, debate etc to increase their skill and experience. Details can be found in the the college website • College organized national seminars, international conference, workshop and special lectures to enrich students and staff in the academic year 2018-2019 • Faculty members are encouraged to participate in trainings, workshops and staff development programmes • Different sub-committees are nominated by Teachers' Council to ensure academic and administrative experience of faculty members
Admission of Students	• Annual Academic Calendar is made available to the students at the time of admissions to ensure maximum participation according to interest and abilities of the students. • : The college prospectus is made available to the students at the time of admissions. The prospectus has detailed information about the college history, its

achievements, infrastructure, rules and regulations, outline of the courses and curriculum. • Fully online admission system from application to the counselling process has ensured a transparent process and students have been admitted on the basis of merit in the state level entrance test.

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

E-governace area	Details
Planning and Development	? College has a functional in house ERP,. It includes students' database, faculty, hostel and staff database, feedback system, evaluation and attendance system etc. ? Library automation has been initiated by the use of KOHA software
Administration	The college academic and administrative bodies are headed by the Principal. The Principal delegates duties and responsibilities to these bodies for effective administration. The administration of the college is decentralized in the following way: • Governing body assigns administrative powers to the Principal. • Principal forms various staff committees for supervision and conduct of various college activities. • A Central Student Council is formed which comprises of two class representatives from each house (One male and one female) which assists the Principal and the Faculty in the college functioning. • Meetings are held with the Class Representatives regarding administrative activities. Suggestions of faculty and students are sought while taking administrative decisions
Finance and Accounts	1. Receipt of admission fees is completely online 2. Salary of faculty members and staff is transferred directly to the bank account. 3. Payment for the work orders is done through PFMS according to government guidelines
Student Admission and Support	• Applications are submitted for admission to BEd and MEd course through the online admission portal .Centralized Admission is done through State Level Entrance Test. • A help desk is set up in the college during Summer break to facilitate the aspirants for preparing and applying for the course. • Merit list is

	prepared and uploaded by fully computerized system • Online counselling is scheduled based on the merit list of candidates • E-mail ids and contact numbers of all members of Anti Ragging Committee, Anti Ragging Squad and Internal Complaints Committee have been uploaded to the college website and students can communicate to the members through e-mail
Examination	**• Faculty members of this college follow table marking and perform their evaluation duties as examiner, head examiner, scrutinizer, reviewer as and when appointed by the university. • Prior to the University exams the students are made to take house exams to ensure their eligibility for University Exams.**

– Faculty Empowerment Strategies

– 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
2018	**NA**	**NA**	**NA**	**0**
No file uploaded.				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	**INME**	**Personality Development**	**05/09/2018**	**07/09/2018**	**10**	**3**
2019	**Art of Self Management**	**Time Management**	**15/01/2019**	**21/01/2019**	**17**	**8**
2019	**New Policies of NCTE**	**New Policies of NCTE**	**09/02/2019**	**09/02/2019**	**17**	**5**
2019	**Innovations in Internship**	**NA**	**08/05/2019**	**08/05/2019**	**17**	**0**
No file uploaded.						

– 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
Attended MHRD sponsored PMMMNMTT National Workshop on 'Curriculum Design and Development' held at Central University of Punjab, Bathinda.	1	16/07/2018	25/07/2018	10
Post Graduate Diploma of Higher Education IGNOU at RC, Khanna	2	11/05/2018	20/05/2018	10
Faculty Development Programme INME	10	05/09/2018	07/09/2018	3
Faculty Development Programme	17	18/07/2018	28/07/2018	10
Week National Workshop on Development of OER in Higher Education, SNDT Women University, Dept. of ET (TLC)	1	14/08/2018	04/09/2018	21
Orientation programme at Punjabi University, Patiala	1	06/02/2019	05/03/2019	29
No file uploaded.				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
17	17	8	8

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Medical assistance,Insurance,Provident Fund,•Residential	Loan facility,Medical assistance,Insurance,Provident Fund, Residential	Scholarships from Student Aid Fund,Alumni Fund,Insurance Scheme

quarters,Gratuity and leave encashment as retiral benefit	quarters,Gratuity and leave encashment as retiral benefit,uniform to class IV employees	

6.4 – Financial Management and Resource Mobilization

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

The accounts of the institutions are audited regularly. There is internal and external audit system of the account. The college has an inbuilt system of the internal audit of the accounts. The college has a bursar who looks after each and every bill of the expenditure. All the bills are duly checked and attested by the concerned persons.The college accounts are regularly verified by the chartered accountant of the institute. In case of any discrepancy found at any level, it is rectified immediately. All the records of the accounts are properly maintained and updated frequently by the college.The university and government rules are strictly followed. There are various external agencies which verify the college accounts especially the grants received from state government and UGC.The following are auditors who audit the accounts. • Deputy Controller (Finance and Accounts) Ludhiana • Internal Audit Association, Amritsar • Accounts General (Audit),Chandigarh (Pb.) • DPI Colleges (Pb.),SCO 66-67,Sec17-D,Chandigarh. The above mentioned authorities check the official records at least once a year. The audit reports are prepared which mention the objections raised by the auditors.There is no pending objection regarding college accounts

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
NA	0	NA
No file uploaded.		

6.4.3 – Total corpus fund generated

12364401

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	Yes	Panjab University,NCTE,UGC,NAAC	Yes	Faculty members
Administrative	Yes	Deputy Controller (Finance and Accounts) Ludhiana • Internal Audit Association, Amritsar • Accounts General (Audit) ,Chandigarh (Pb.) • DPI	Yes	Governing Council

| | | Colleges (Pb.),SCO 66-67 ,Sec17-D,Chandi garh | | |

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

The college believes in the academic, social, moral and cultural development of students by acquiring inputs from all stakeholders. The interactions of teachers with parents during parent-teacher meetings come up with new suggestions related to the overall development of the students. Teachers have been able to communicate with parents to prevent drop-out of students.. Faculty members maintain attendance record of students. If a student shows poor attendance, then parents are informed about the same by faculty members and Principal and subsequently meetings are arranged by the college authority with the parents. In almost all cases, parents provide essential support and care to ensure proper attendance of their ward. Joint effort of parents and faculty members has ensured good representation of students in various curricular and co-curricular fields. Parent teacher meetings of weak students are timely organized, remedial teaching and other strategies are employed for the improvement of low achievers

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

• Each teaching staff acts as a mentor to one non-teaching staff member and his/her family and regularly monitors his families progress like their children's education, family health well-being etc. • Loan facility,Medical assistance,Insurance,Provident Fund, ,Gratuity and leave encashment as retiral benefit • Residential quarters and uniforms to class IV employees

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

Curriculum lab is made to keep the teachers and students abreast about changes in curriculum and teaching methodologies all over the globe,to provide students and teachers with up to date curriculum materials and encouraging teachers for revising and developing curriculum. Syllabi of different boards , to begin with CBSE and Punjab board syllabi for classes 6 to 10 has been procured. Soft copies of textbooks of CBSE (NCERT), classes 6 to 10.. Teaching Practice Lesson Plan Diaries, Micro Teaching Plan diary, Practical File, Assignment, Project Survey, Action Research, Books of School Curriculum etc. The curriculum lab will be open to use for all students, faculty, and staff during regular college hours. The staff and students will be allowed free access to the material on issue and return basis. Syllabi and text books of other national and international boards will be added, next in line is ICSE and Cambridge board. To Procure lessons in Science ,Maths and English for Class 910 from TV School foundation, Digital Library of Schools. Ramps have been made at the entry and exit point of the college and in classrooms.Applied for construction of ramps to the library and seminar hall and a lift under the RUSA scheme. Dasmesh Khalsa Sen Sedc School, Heran school has been adopted as a model school. Demonstrated innovative teaching technique using blending mode of learning i.e. effective use of traditional method and use of technology. The faculty was given assistance in optimal use of OHP so as to increase the attention and participation of students. Blogs have been created by the various teachers prior to NAAC inspection. Workshops in preparing e-content updating blogs were organised . E-Lessons in Micro teaching, Models of Teaching have been developed and uploaded on youtube. Pilot project of LMS to be implemented on B.Ed. and M.Ed. students in this semester. Recording studio to be set up. Adopted Village Budhel and conducted rallies and sensitization programmes and lectures for Village folk and Youth in the month of Dec2018 and Jan2019.The theme of the programme is Youth against Disease and Dirt .Adopted the village Dhaliwal

(Patti), Village Sudhar to sensitise the village folk about health and hygiene, to counsel the parents about the benefits of education. Career counselling is being given to students through career talks in schools and freelancing. Meeting with the sarpanch of the village Mr. Satwant Singh on 19 July 2019 in the college campus. Meeting with the panchayat members to discuss the objectives and awareness about health and hygeine to the villagers on 26 July 2019. An interaction session with village women to discuss facts about sanitation and poor hygiene. Another session was conducted to discuss the impact of poor hygiene practices and how it can be controlled (open defecation) and the issues of sanitation with adolescent girls of the village.

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	Yes

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	A three days long workshop INME was conducted by G.H.G Khalsa Colleges, Gurusar Sadhar on September 5-7, 2018	20/08/2018	05/09/2018	07/09/2018	10
2019	The Art of S elf-Management" was organized in the college campus from January 15-21, 2019. The workshop was organized in communicatio n with Institute of Aging and Lifelong Health, University of Victoria, Self-Management programs, B.C, Canada.	21/12/2018	15/01/2019	21/01/2019	92

2019	New Policies of NCTE: Future of Education in India The seminar was sponsored by College Development Council, Panjab University, Chandigarh.	21/12/2018	09/02/2019	09/02/2019	50
2019	Innovations in Internship on May 08, 2019.The workshop was organized in collaboration with Bombay Teachers' Training College, Mumbai under the faculty exchange programme	04/05/2019	08/05/2019	08/05/2019	109
2019	The College has signed a MOU with Bombay Teachers' Training College, Mumbai. The MOU is signed with the objectives to draw benefits from increased collaboration, cooperation and interaction for producing quality teachers from both the colleges	06/05/2019	06/05/2019	06/05/2019	22

2018	Cleanliness Drive to Commemorate the 150th Birth Anniversary of Mahatma Gandhi	01/10/2018	03/10/2018	06/10/2018	208
2018	Vigilance Awareness Week	27/10/2018	29/10/2018	03/11/2018	208
2019	Blood Donation Camp Free Medical Checkup Camp	06/02/2019	23/02/2019	23/02/2019	350
2018	Seminar for creating awareness about various career oppor tunities available for youth in India	01/10/2018	08/10/2018	09/10/2018	92
2018	Extension Lectures	21/12/2018	31/12/2018	03/01/2019	65
No file uploaded.					

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
Gender sensitization	18/09/2018	07/05/2019	77	28
Women Empowerment	08/03/2019	08/03/2019	70	22
Awareness towards gender issues in schools	30/01/2019	31/01/2019	25	5

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

Percentage of power requirement of the University met by the renewable energy sources
The institution is eco friendly and is located in a pollution free area in a peaceful atmosphere away from the city's hustle and bustle. The institution keeps in view the environmental issues and it is ensured that all the rooms are airy and well ventilated, spacious and well furnished with sufficient provision

of fans and tube lights.. • A special event is organized for tree plantation every year, where 20-30 trees are planted in the campus, teaching practice schools and surrounding areas. • The institution emphasizes on the minimum use of paper. Students are motivated to submit online assignments to reduce the use of papers. • An awareness drive is conducted in the form of NSS and various extension activities to give knowledge regarding cleanliness and maintenance of campus and surroundings. • Solar Lights and Solar Geysers have been installed in the college campus, installation of LED in the classrooms is a step towards Energy Conservation.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	2
Physical facilities	Yes	2
Provision for lift	No	0
Braille Software/facilities	No	0
Rest Rooms	Yes	2
Scribes for examination	No	0
Special skill development for differently abled students	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	0	4	31/12/2018	4	"Environmental Sustainability	Air, Water Environment', "Superstitions and Society	75
2019	1	2	23/02/2019	1	Free Medical Checkup Camp	Medical check up	22
2018	0	1	03/10/2018	1	Cleanliness Drive to Commemorate the 150th Birth Anniversary of Mahatma Gandhi	Cleanliness	223

| 2019 | 0 | 1 | 10/01/2019 | 2 | Tandrust Punjab Mission | Tree plantation | 96 |

No file uploaded.

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

Title	Date of publication	Follow up(max 100 words)
Morning Prayers	16/08/2019	Morning assembly is organized by each mentor group in which all the students of the group participate, such an activity instills confidence for public speaking A contribution of all the students in the morning assembly is published in a book form under title "Morning Prayers On every Wednesday the mentor groups organize morning assembly in the Assembly hall of the college where students recite prayers, discuss current news, thoughts and talks on various societal and current issues Morning assembly facilitates spiritual, moral and religious value inculcation and develop insight on current issues
Internship booklet	01/11/2018	Organization of pre-practice teaching and practice teaching programme blended with internship to enhance students field based learning experiences . Professional development through Pre Internship Programme for 4 weeks, School Internship Programme for 5 months, Post Internship Programme for 1 week, ICT traning, Stage Experience, Finishing School Programme

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Tandrust Punjab Mission	10/01/2019	11/01/2019	96

Cleanliness Drive to Commemorate the 150th Birth Anniversary of Mahatma Gandhi	03/10/2018	03/10/2018	223
Independence Day celebrations	15/08/2018	15/08/2018	223
Vigilance Awareness Week	29/10/2018	03/11/2018	208
Republic Day Celebration	26/01/2019	26/01/2019	208
No file uploaded.			

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

The institution is eco friendly and is located in a pollution free area in a peaceful atmosphere away from the city's hustle and bustle. The institution keeps in view the environmental issues and it is ensured that all the rooms are airy and well ventilated, spacious and well furnished with sufficient provision of fans and tube lights.. • A special event is organized for tree plantation every year, where 20-30 trees are planted in the campus, teaching practice schools and surrounding areas. • The institution emphasizes on the minimum use of paper. Students are motivated to submit online assignments to reduce the use of papers. • An awareness drive is conducted in the form of NSS and various extension activities to give knowledge regarding cleanliness and maintenance of campus and surroundings. • Solar Lights and Solar Geysers have been installed in the college campus, installation of CFL in the classrooms is a step towards Energy Conservation. Paper shredder is used in the office .Rough papers are used for office work and notes.Garbage burning is prohibited and pits are made to collect and decompose the garbage.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1 Organization of Weekly Morning Assembly by mentor groups every week and its publication in a form of booklet. A contribution of all the students in the morning assembly is published in a book form under title "Morning Prayers helps in harmonious development of students. On every Wednesday this committee organizes morning assembly in the Assembly hall of the college where students recite prayers,discuss current news, thoughts and talks on various societal and current issues and publication of Morning Assembly Booklet. • The institution tries its best to inculcate the moral and spiritual values among the student teachers through morning assembly. It is compulsory for every student teacher to participate in the morning assembly • Emphasis on Indian Value System through morning assembly, clubs societies and curricular activities • Morning Assembly by each mentor group (starts with religious prayer, then 4-6 speeches by students, news, thought of the day, important facts, stories, powerpoint presentations, a teacher's address ends with National Anthem, all students attend in college uniform. In morning assembly videos and presentations related to diversity are highlighted. • All the mentor incharges prepare a cummulative record profile of the students to keep a track of their development. 2 Finishing School Programme To upgrade the teacher education programme a unique concept of Finishing School Programme has been incorporated in the college curriculum. Modules covered under this programme are- • Soft Skill development • Effective communication Skills • Interpersonal Skill • Resume Writing • Mock Interviews • Continuous and Comprehensive Evaluation

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

http://www.ghgcollegesadhar.org/index-website.php?inst-id=3

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

- **The faculty practices diversity of instruction by using varied methods of teaching styles as required in different situations. • The diversity of instruction is ensured through varied classroom techniques, use of electronic gadgets in classroom teaching, use of digital learning methods and materials, Online open source learning programmes, Micro learning modules, case studies and writings, discussion forums, quiz makers, peer reviewed assignments etc. • Students are given instructions for practical and field work by optimum utilization of technologically well equipped laboratories i.e ET Laboratory, Method Laboratory and Computer Laboratory • The students are encouraged to adopt these technologies in their practice teaching sessions, student seminars and presentations. • The institution has introduced the concept of simulated learning / peer learning/ micro learning. • In addition the staff also engages in E-Content development. • Broadband with the unlimited internet connection • Computerized library with e-resources • College website with updates • Enrollment in Inflibnet • Language lab • Automated office • Develop power point presentations.**

Provide the weblink of the institution

http://www.ghgcollegesadhar.org/index-website.php?inst-id=3

8.Future Plans of Actions for Next Academic Year

- **Upgradation of existing laboratories and purchase of equipment to promote student projects and research activities of faculty members. • Complete digitization of the college library is also planned. Online feedback system is planned to be introduced • Construction of Lift facility in the main academic building and construction of waiting room for visitors in the college campus • Organization of workshop, seminar and job oriented services by the Career Counselling and Placement Unit. The college plans to organize job interviews by local companies and also organize interactive sessions of final year students with skilled professionals and alumni • Organization of seminar and workshop by the IQAC to promote the quality improvement strategies in teaching-learning, research. • Organization of workshop for E-content development at a larger scale and duration to promote the use of E-resources among all faculty members. The use of Learning Management System (LMS) for regular teaching, learning and evaluation related activities by maximum number of teachers will be encouraged • Construction of rain water harvesting system in the college campus. • Increasing the number of environment friendly initiatives by NSS and ensuring participation of maximum students in such initiatives • Promoting participation of students and staff in seminars, workshops, sports and cultural activities organized by the college and external agencies • Promoting activities such as Yoga, physical exercise, meditation etc related to development of mental and physical fitness of students, faculty and staff .**