



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		GURU GOBIND SINGH COLLEGE FOR WOMEN
Name of the head of the Institution		Dr. Jatinder Kaur
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		0172-2791610
Mobile no.		9781996284
Registered Email		principalggscw@yahoo.in
Alternate Email		principalggscw@gmail.com
Address		Guru Gobind Singh College for Women, Sector-26, Chandigarh
City/Town		CHANDIGARH
State/UT		Chandigarh
Pincode		160019

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	Dr. Jaswinder Kaur
Phone no/Alternate Phone no.	09876498893
Mobile no.	9876498893
Registered Email	naacggscw18@gmail.com
Alternate Email	ggscwhelpline@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://ggscw.ac.in/Downloads/636796107531036621.pdf
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4. Whether Academic Calendar prepared during the year	Yes
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if yes,whether it is uploaded in the institutional website: Weblink :	https://ggscw.ac.in/Downloads/637195499567735437.pdf
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5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B+	0	2004	08-Jan-2004	08-Jan-2009
2	B	2.81	2014	21-Jan-2014	21-Feb-2019
3	B++	2.84	2019	01-May-2019	01-May-2024

6. Date of Establishment of IQAC	20-Mar-2004
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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
No Data Entered/Not Applicable!!!		
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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
No Data Entered/Not Applicable!!!				
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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 :	11
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?	Yes
If yes, mention the amount	92582
Year	2018

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

- Strengthening the Quality of Academics by conducting NAAC sponsored national seminar on "Catering to the Global Learner: Quality Enhancement in Higher Education" and also organized ICSSR sponsored one day national seminar on : "From Roots to Routes: The Socio Economic Implications of Trans National Community".
- Gyankosh: An Interdisciplinary Open access journal started by the College.
- Conducted Academic Audit.
- Initiatives for skill/value added courses and bridge courses
- Quality Assurance Initiative through regular meetings of Internal Quality Assurance Cell (IQAC)
- NAAC Reaccreditation (3rd Cycle) of the college was conducted by NAAC Peer Team and the College was awarded (B plus plus) grade with CGPA of 2.84
- Quality Assurance Initiative through Workshops
- Timely submission of Annual Quality Assurance Report (AQAR) to NAAC
- Faculty development initiatives in the form of the following:
 - Attending Refresher/ Short term programmes, International, National level seminar and Conferences

Publication of research and conceptual papers in Peer Reviewed International and National Journals by Faculty • Participation in NIRF • Promoted community based extension activities through various committees and cells • Reframing of feedback questionnaire. • Initiatives for RUSA funding and effective utilization of funds.

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
No Data Entered/Not Applicable!!!	
View File	

14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Sikh Educational Society (Governing Body), Chandigarh	21-Sep-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-Apr-2019

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2019

Date of Submission

15-Feb-2019

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)

Yes, the institution has Decentralized Management Information System. I. Student Fee Management This module aims to include application submission, merit list preparation, program details entry. Also, it includes database of student's details like personal details, family details and student history. Moreover, student's class wise and subject wise report, fee receipt, pending fee details, fine calculation etc. is included in this module. II.

Staff Payroll Management It includes staff list, staff salary settings, pay slips, increments and salary reports like PF statement, income tax statement, insurance etc. III. Library Management System Library has following facilities • OPAC (Open Public Access Catalogue) where students can search library resources without any hassle. • Library blog (ggscwlibrary.blogspot.in) which provides access to previous question papers, current syllabus, newspaper clippings, departmental activities etc. • Library is partially automated with Integrated Library Management Software Libsys. • Library has a fully automated module with ERP, Campus Whizz software. IV Hostel Management Hostel room related data can be stored and concerned information can be viewed. Admission details and type of admission to the hostel. Room allocation is also done through system. System keeps stack of available seats in hostel. Hostel facility related bills like mess bill and receipts and essential reports are available. V. Examination Result Management This module includes following facilities: • Class wise and subject wise marks entry • Subject/ examination list • Marks list report • Class wise and section wise rank list Marks and result data is published on the website such that parents can view the result. VI. TimeTable and Attendance Module All the students of all the courses will be allotted sections such as A, B, C etc. All students will fall under section A if there is only one section. There are two different modules available of which any one can be implemented. Reports are common for both the method term attendance and daily attendance. Various reports will be generated based on attendance marked for the students. Separate lists can be generated for students falling short of required attendance. There is provision for sending SMS to parents informing attendance of their wards from time to time. Letters can also be printed for sending at their postal addresses. VII. University returns All the university returns as per the format of the concerned university are maintained in this module. This is customized as per university affiliation. VIII. System

Administration / User management / Backup Auto backup Software can be operated by unlimited users. The system administrator can create users and assign password to each user. Each user is provided access to the options based on his role. Complete transparency is maintained for shareable information and sensitive information is withheld and rights for access to such information are given accordingly. System can be scheduled to take automated backups at regular intervals.

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

Our institution believes that proper planning of curriculum and effective delivery is an integral part of education. Under the affiliation of Panjab University, Chandigarh, the prescribed curriculum is followed and several initiatives have also been undertaken to ensure effective implementation and delivery of the same. **PLANNING AND IMPLEMENTATION** • Various departments of the college conduct a meeting before the commencement of classes for the academic year to allocate subjects and for the preparation of time table. • Drafts of teaching plans for all the subjects in the academic year are made as per the latest syllabi and are strictly adhered to. • Discussions regarding assignments, use of audio visual aids, field trips and reference material for the upcoming session are also held. • A tentative schedule for the activities to be conducted in the session is also chalked out corresponding to the University calendar. • All the staff members make efforts to accomplish tasks according to the scheduled plans made in the initial meetings conducted. **ENHANCEMENT OF TEACHING SKILLS AND DELIVERY:** • To ensure professional growth of the faculty members of the college, appropriate environment is provided by encouraging them to participate in various faculty development programmes, workshops, seminars, orientation courses and refresher courses etc. which are further helpful for them in research work in future. • The faculty members have been given autonomy for taking initiatives to adopt strategies in their teaching methodology in order to cater to the learning needs of the students. • In addition to the facilities like e-journals, Inlibnet- digital library, Gyankosh(an institutional repository) and book bank, latest books and journals are regularly procured to keep the library updated. • In order to ensure maximum exposure to the students and enhance student participation, group discussions, models, charts, fields and industrial visits are regularly organized. • Based on the results of the students, remedial classes for the weak students are conducted. • To encourage meritorious students, they are awarded with prizes and certificates. On need cum merit basis, scholarships and fee concessions are given to students from economically weaker background. • To inculcate and promote research culture amongst students and staff members, research lab has been set up. • Industrial training and research projects are given to post graduate students from Computer Science (M.Sc. IT) and Commerce (M.Com) background to build practical knowledge about their subjects. **ENRICHMENT** • Students are motivated to participate in Inter and Intra-college competitions. • College organizes workshops, seminars, career counselling and

discussions on a regular basis. • Bridge courses and value added courses are conducted in order to complement the knowledge of the students, according to the need of the industry. CURRICULUM FEEDBACK • To ensure awareness among the parents regarding the performance of their wards, parent teacher meetings are conducted on a regular basis. • Mentors are allotted to every student of the college to identify problems/issues faced by them.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

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

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

	Certificate	Diploma Course
Number of Students	Nil	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
Tie n Dye	10/08/2018	38
Wall Painting	24/08/2018	24
Science of Happiness	02/11/2018	43
Internet of Things	21/01/2019	21
GST	29/10/2018	257
Preparation and E-filing of income tax return	15/03/2019	220
Fitness through Yoga	25/08/2018	28
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Functional English (On the job training)	15
BCom	Commerce	1

BCom	Commerce	2
MCom	Summer training in various Industrial undertakings, banking and financial services, institutions and retail sector organizations	40
MSc	Information Technology	11
BCA	Project and Seminar	28
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>This institute was established with the mission to provide guidance, identifying talent, and enhancing potential, encouraging students to follow their dreams and helping them become successful professionals. We, therefore, encourage various stakeholders to provide us with thoughtful and constructive feedback. Our analysis from student feedback is directed at providing a safe, professional and friendly learning environment. Data was collected from students through feedback forms, with questions pertaining to the curriculum, faculty and infrastructure of the college. Overall responses from the data collected indicated moderate to high levels of satisfaction with teaching method, learning and engagement of students, assessments, course outcomes and available resources. Most responses indicated that the students find the faculty knowledgeable, committed and well prepared. Some students responded that their workloads were more challenging than their expectation and this issue has been timely raised in the meetings of the Board of Studies. As a result of the student feedback received, the college continues to review, develop and implement policies and practices such as governance of curriculum, supervision and monitoring, creation of academic culture for the students and staff. Parents play a very important role in the development and enhancement of the quality of the learning experience of their wards. Feedback from parents allows the institute to provide them with the opportunity to comment on the quality of their ward's learning experience. Overall, parents are satisfied with the infrastructure of the college and have found it to be safe and secure for their children. Parents reported that their wards have a good learning experience in the college and are satisfied with the counsellors and mentors provided by the college. Parents suggested that the college canteen needed improvement and the canteen contractor was consequently changed. Teachers provide informal as well as formal feedback to the head of the institution on various academic, administrative and related affairs of the college. Feedback is collected regarding curriculum, teaching methods, infrastructure and satisfaction levels. Feedback from employers is also sought through google forms, which helps us to improve and enhance our working, curriculum and</p>

teaching learning process. Constructive feedback helps us to meet expectations of the industry better and prepare students for employment. Alumni are the representatives of an institution. We also consider their experiences and suggestions for further improvement towards curriculum development /enrichment, to support our students in employment and create an awareness of expectations of the industry in fresh graduates. Overall response from the alumni was quite satisfactory and put positive light on the hard work of faculty, administrative and support staff. The feedback is analysed and the action taken report is prepared and corrective actions are implemented subsequently. The different areas for improvement are discussed in respective committees/departments. Further, their proposals are discussed in IQAC meetings of the college for necessary action. Efforts are made to strengthen the core areas of the college. The IQAC focuses on redressing various pertinent grievances raised during the stakeholder feedback process.

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
No Data Entered/Not Applicable !!!				
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1740	253	46	Nill	31

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	Numberof smart classrooms	E-resources and techniques used
78	78	19	12	6	20
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 believes in providing supportive environment to its students with its well-defined mentoring system. In the beginning of the session mentor groups are made and meetings are arranged. Faculty members are nominated as Mentors, by the Mentoring-In charge, to student groups to look into students' grievances. Students can seek advice about their career progression and future endeavors. The mentor meetings along with tutorials not only help students deal with academic stress and difficulties but also address personal problems with their mentors on one to one basis.

Number of students enrolled in the	Number of fulltime teachers	Mentor : Mentee Ratio
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institution		
1993	77	1:26

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
48	78	4	1	30

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
No Data Entered/Not Applicable !!!			
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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
No Data Entered/Not Applicable !!!				
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

<p>A continuously evolving evaluation system is a must to achieve desired results in any teaching learning process. The College adopts systematic approach for evaluating students. They are evaluated on classroom learning, practical knowledge as well as academic activities. Various evaluation formats are employed by the faculty members to test the learning of the pupil, through presentations in the class, group discussions and written tests. Students are made aware of their performance and faculty members discuss gap areas with them to help them improve their performance in a transparent manner. Regular discussions with students in tutorial groups and informal interactions also facilitate the mechanism of CIE in the institution.</p>

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

<p>The College adheres to the Panjab University Academic Calendar for the conduct of classes and examination. The Calendar helps to arrange the teaching schedule and regular assessment. The College compiles its Annual College Calendar to schedule various events and celebrate important days throughout the session for comprehensive learning of the students. Faculty members of each department also create lesson plans to ensure timely completion of the prescribed syllabus keeping CIE in mind.</p>

2.6 – Student Performance and Learning Outcomes

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

<https://ggscw.ac.in/Downloads/Program%20Outcomes.pdf>

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
-	MA	Sociology	28	28	100
-	MA	Economics	23	23	100
-	MA	English	11	11	100
-	MCom	Commerce	49	49	100
-	MSc	Information Technology	11	11	100
-	BSc	Non Medical	45	44	97.7
-	BCA	Computer Science and Applications	27	27	100
-	BCom	Commerce	218	218	100
-	BA	Humanities	209	209	100

[View File](#)

2.7 – Student Satisfaction Survey

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

<https://ggscw.ac.in/ContentPage.aspx?Id=946hpopW1zqYJxTRKHM0x/SfSe9NAnKxUJvfSd13I4pAEE=>

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
No Data Entered/Not Applicable !!!				
No file uploaded.				

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
Entrepreneurship Awareness Week 2019	Department of Commerce	27/02/2019
Workshop-Cum-Interactive Session by Career Launcher	Department of Commerce	07/02/2019
Banking Industry in India	Department of Commerce	25/01/2019

and its Scope		
Scholarship Test by Bulls Eye	Department of Commerce	19/09/2018
Capacity building activity on "Manifesting Creative Potential : An Introduction to Creative Writing	Department of English (Sponsored by RUSA)	02/11/2018
National Seminar on "Catering to Global Learner": Quality enhancement in higher education Panel Discussion on best practices in higher educational Institutes.	Department of English (Sponsored by IQAC)	22/11/2018
Workshop on MS-Excel and SPSS	Department of Economics	18/01/2019
Capacity building workshop on " Creative strategies in digital marketing and management"	Department of Commerce (Sponsored by RUSA)	12/02/2019
RUSA capacity building activity on information technology and official language Hindi	Department of Hindi (Sponsored by RUSA)	23/02/2019
National Seminar on From Roots to Routes : Socioeconomic implications of transnational community	Department of Sociology and Economics (Sponsored by ICSSR, NWRC)	08/03/2019
Hands on workshop on Python programming	Department of Computer Science and Applications (Sponsored by RUSA)	26/03/2019
One Day capacity Building Workshop on Space Science and Technology	Department of Sciences (Sponsored by RUSA)	28/02/2019
Expert Talk on Recording the Choreography of molecules and clusters by shedding light on them by Dr. Arijit Kumar De (IISER, Mohali)	Department of Sciences	28/09/2018
Emerging trends and technology-Learn to be a winner	Department of Computer Science and Applications	20/02/2019
Workshop on Google Classroom	College Library (Sponsored by RUSA)	20/03/2019

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

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

No file uploaded.

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

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
0	Null

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

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
View File			

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
Commerce	3
Arts and Humanities	5
View File	

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

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

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
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Attended/Seminars/Workshops	Nil	34	1	35
Presented papers	6	10	Nil	1
Resource persons	Nil	Nil	Nil	Nil
View File				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!			
View File			

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
No Data Entered/Not Applicable !!!			
View File			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

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

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
No Data Entered/Not Applicable !!!			
View File			

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

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

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate

houses etc. during the year

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

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
14000000	13102937

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
View File	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
LibSys (M/s LibSys Technologies Pvt. Ltd)	Partially	LSEase	2010
ERP, Campus Whizz	Fully	2	2017

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
View File			

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
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	163	4	1	7	0	10	6	200	67

Added	0	0	0	0	0	0	0	0	0
Total	163	4	1	7	0	10	6	200	67

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

200 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
No Data Entered/Not Applicable !!!	

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
12500000	14578416	6000000	5922857

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)

Maintenance Policy Yes, the college has established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. The support facilities /infrastructure provided needs proper maintenance for uninterrupted and smooth functioning, so a need for constant policy making is required. Timely up gradation, replenishment, repair and replacement of resources is a continuous process. Standardized maintenance and utilization procedures for resources are followed. Advisory committee in consultation with Principal, IQAC and Management allots sufficient funds for the upkeep of the infrastructure Day to day maintenance and care is taken by the administrative and technical staff in consultation with the Head of the Departments. The care taker and support staff having technical and mechanical skills also help in the daily maintenance of the facilities. The college has established committees for maintenance of infrastructure 1.Advisory committee 2.Building committee 3.Horticulture Committee 4.Cleanliness Committee 5.Hostel Committee 6.IQAC Cell 7.Purchase committee 8.Environment society 9.Canteen committee 10.Library committee 11.Sports committee 12.Security and safety committee The following procedure is followed systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. • The upkeep of the labs and servicing of equipment is carried out on regular basis. Internal stock verification is done annually. Proper stock registers are maintained for labs with bills attached and the stock of consumable and non-consumable items are also maintained. • The librarian in consultation with the library committee purchases and procures books. There is an organized system for checking out and return of books and regular maintenance that includes checking the books for damage and replenishment of the library stock. Write off of the obsolete and damaged books is also done from time to time. • The computers have been installed with Quick Heal Antivirus for the safety. • Security committee monitors and maintains the CCTV cameras throughout the campus. • Permanent ground men maintain the vast sports grounds. Special staff is assigned for the maintenance of the gymnasium. • The Hostel is under the supervision of chief warden who along with the support staff looks after the daily maintenance of the Mess, Common Room and

other infrastructure. Instructions are displayed for the proper use of infrastructure facilities • The Purchase Committee takes review of the facilities and services from each department and prioritizes the need for up gradation in consultation with IQAC and the relevant committee. • Permanent electrician is appointed for the repairs and daily upkeep of the electrical equipment, generators, fittings and wiring periodically. • The campus landscape is maintained aesthetically by the Horticulture committee and gardeners appointed on permanent basis. • The water purifiers are serviced, fire extinguishers are refilled and coolers and underground water tank in the Hostel are cleaned at regular intervals. • Classrooms and washrooms are cleaned and maintained daily by the sweepers. • Plumbers, mechanics, carpenters and painters provide their services on need basis.

<https://ggscw.ac.in/ContentPage.aspx?Id=1989BpbbsAu1R2MO3j8F9EGRz0hng6tsPVSr/Vw1o0QNNI=>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

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

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
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	One day capacity building workshop on creative strategies in digital marketing	Nill	200	Nill	Nill
2019	A talk on Banking Industry in India & its scope	Nill	283	Nill	Nill
2018	Scholarship test for training by	374	Nill	Nill	Nill

	Bulls Eye in MBA-CAT, Banking, SSC & Govt jobs , campus placements for BCOM II & III				
2018	Workshop cum Interactive session on the topic "vedic mathematics"	Nill	154	Nill	Nill
2019	RUSA capacity building workshop on SPSS and MS Excel	Nill	86	Nill	Nill
2018	Workshop cum interactive session on the topic "vocabulary and its usage in the usual conversation"	65	Nill	Nill	Nill
2019	Interactive Session on career counselling by Carrer Launcher	Nill	387	Nill	Nill
2019	Entrepreneurship Awareness Week In Collaboration with NITTER	Nill	200	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
2	2	120

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
No Data Entered/Not Applicable !!!					
View File					

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
No Data Entered/Not Applicable !!!					
View File					

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	4
View File	

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

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

5.3 – Student Participation and Activities

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

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

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

The College firmly believes in giving an opportunity to its students to practice and understand democratic functioning. The students council, formed with office bearers from all classes and disciplines, gives a platform to the students for exchange of ideas, conveying of student concerns and mediating between college and student. Election for the student council is held every year as per P.U. schedule. Elections are very peaceful and according to rules laid by P.U. Sometimes the office bearers are elected unanimously. CRs from each class are also elected by direct voting in class. The four main office bearers of the student council are President, Vice President, Secretary, Joint Secretary. Further students are actively involved in various administrative bodies of the college such as Academic Development Council (President Student Council), Internal Complaint Committee has two representatives, Anti-Ragging Cell, Office Bearers of Student Council in Discipline Committee, a student

representative in Grievance Redressal Cell, Library Committee for ensuring transparency in the functioning. Besides these bodies students actively participate in different functions of the college, which enhances their administrative and co-scholastic skills that goes a long way in personality development of the students of the college.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Yes Guru Gobind Singh College for Women has always strived to make their students not just a degree holder but a 'Citizen of the World', who have been inculcated with teachings of the Gurus with modern adaptability to give something back to the Society and especially their Alma Mater. The College cherishes such Alumnae and there are many more in the line to make the College proud. The Alumni Association of Guru Gobind Singh College for Women was formed in the session 2002-03. It was registered on 17.02.2003 under the Societies Registration Act (XXI of 1860) and as amended by Punjab Amendment Act, 1957. An account was opened with the SBI. The Alumni Association of the College provides a platform for the alumnae to share their success stories and continue to strengthen their bond with the College in the coming years. Our shining stars have made their names in the fields pursued by them and have carried forward the values and knowledge imbibed from the institution which is well reflected in their words for their Alma Mater. The branches may grow and outreach but can never be separated from the roots, they are connected to Alma Mater. It is a nest from where alumnae fly away and come back with their experiences and memories to share with their mentors and their younger counter part. To foster an ongoing relationship between the old students and their alma mater, the Alumni Association strives hard to establish a mutually meaningful connectivity between the two. Through participation in all important College events, providing suggestions/ feedback, and by attending the reunions, the old students promote feeling of fraternity among themselves and carry forward the positive image of the College in the country and abroad The College has always had a special spot for our Alumnae as whenever an event, fest or youth festivals are organized they are invited as special guest and judges for various events, to which they are delighted to be part of the College again. They have contributed towards the College in one way or other.

5.4.2 – No. of enrolled Alumni:

1206

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

41100

5.4.4 – Meetings/activities organized by Alumni Association :

4

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 two practices of decentralization and participative management aiming at healthy and constructive growth of the college through involvement of all concerned stakeholders for the year 2018-19 are: 1. NAAC Visit: A self study report (SSR) was prepared and submitted to NAAC for assessment after proper planning and co-ordination with the Management, Principal, IQAC, staff,

students and various other stakeholders. In the beginning of the session, the core committee of IQAC distributed the seven criteria's among the staff members. To make the process inclusive, IQAC meetings were held on monthly basis with the criteria heads to discuss the progress of work done by them and their team members. Furthermore, keeping in view the suggestions by the Management, Principal, IQAC and various other stakeholders, the convenors were able to upload the report successfully on the NAAC portal in time. After the student satisfaction survey by the NAAC council, the NAAC Peer Team visited the college for two days from 25th April 2019 to 26th April 2019 where the peer team analysed intensively and accredited the college with a CGPA of 2.84 on a seven point scale at B grade. 2. 40th Convocation: The college organized 40th Convocation on 28th April, 2019 where Director NITTTR, Prof. Shyam Sunder Patnaik was the Chief Guest. The illustrious office-bearers of the Executive Committee of the Sikh Educational Society: President, S. Gurdev Singh Brar, I.A.S (Retd), Vice President, S. Kulbir Singh, Chief Engineer (Retd) and Secretary, Col (Retd). Jasmer Singh Bala, all graced the occasion with their presence. The Principal, Dr. Jatinder Kaur presented the annual report of the college highlighting academic, sports and cultural achievements of the students and the college. As many as 508 degrees were awarded to the students of M.com, M.A., M.Sc (IT), B.A., B.com, B.Sc, and BCA. Through regular communication and meetings between the Principal and the staff, major decisions ranging from inviting the guests, graduating students, printing and sending of invitation cards, procuring ceremonial gowns, awarding of degrees, scholarships, preparation and presentation of annual report, etc. were adopted after careful consideration. Many responsibilities were delegated to various committee incharges and their teams, like Advisory, Cleanliness, Scholarship, Media Committees, etc. in order for successful implementation. The nonteaching staff was assigned various duties like printing and sending of cards and invitation, cleanliness, etc. Roles, responsibilities and specific duties were systematically allocated to the staff to ensure regulation and efficiency.

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
Human Resource Management	The recruitment process is governed by UGC/P.U./Chandigarh Administration and advertisements are given in major national dailies of the region to attract and recruit the best talent. The college and IQAC strive to organize faculty development programmes and workshops and encourage participation for professional development. The college renders support to its faculty for pursuing higher studies, acting as a resource person in workshops, seminars and conferences etc. Further, leave is sanctioned for the above mentioned as per rules. Performance Appraisal Performas have been designed to appraise the performance of teaching and non teaching staff.
Library, ICT and Physical	The college has a fully computerised

Infrastructure / Instrumentation

library using OPAC. Bar code reader is used to get details of the issue, return of books and access to e-publication through INFLIBNET. There is a book bank to cater needy students, a Library blog and KHOJ: A wall magazine for creative outpouring of students and staff. The classrooms are equipped with 10 smart boards and 6 interactive boards. Also, the college has Seminar room, Auditorium, Hostel, Functional English lab, research lab, various departmental labs, international standard multi-functional synthetic playground, gymnasium, student centre, Herbal garden. The campus is fully wifi and under e-surveillance.

Research and Development

The Research committee of the college motivates teachers and students to undertake research work for their academic and professional development. The college has a research lab equipped with SPSS where projects are undertaken by PG students regarding various dimensions of research viz literature review, statistical techniques etc. Also, students are given on-hand training regarding e-filing of income tax, GST return etc. in computer labs. In addition, the college publishes e-journal GYANKOSH and annual magazine 'GYAAN MANIK' to provide a platform to students and staff for creative outpouring of thoughts. Various national and international journals are subscribed to by the college.

Teaching and Learning

The college focuses on transforming the pedagogical process by including latest teaching methodologies. The college organizes various workshops and seminars on regular basis for students as well as faculty. The faculty is encouraged to attend faculty development and orientation programmes, short term courses and workshops to keep their skill set updated in sync with present time. Smart classrooms, ICT boards, demonstrations, group discussions, case studies, industrial visits, home assignments, seminars and project work are adopted to broaden the learning horizon. Self learning is promoted through reference books, magazines, journals and e-resources available in library and Gyankosh Repository.

Curriculum Development

The curriculum delivery of the

college involves meliorating introspection and sustained implementation of academic planning over a period of time while, the syllabi and curriculum of all UG and PG classes is designed by Panjab University, Chandigarh. Several faculty members who are members of board of studies at PU level give their inputs regarding curriculum after taking feedback from parents and concerned stakeholders. These inputs are taken through structured feedback forms designed by the IQAC. Also, value added courses are designed by course coordinator and departmental heads at college level.

Examination and Evaluation

The examination and evaluation structure is governed by Panjab University, Chandigarh. The college focuses on maintaining a proper assessment framework which evaluates precisely the knowledge and understanding of the student. Faculty members are encouraged to assess students and evaluate internal assessment through multiple evaluation methods such as Mid Semester Examination, class tests, assignments, attendance, presentations, class participation and project work. Mid Semester examination marks and internal assessment marks are shared with the students. They are also given feedback on their performance for their continuous improvement.

Industry Interaction / Collaboration

To strengthen long term mutually beneficial ties with the industry, regular talks, workshops, lectures, seminars are conducted by various experts from academia and industries. They interact with students and provide them with practical knowledge and create awareness about their careers. Field and industrial visits are also conducted by various departments of the college. The students are also encouraged to take internships and placements in different companies.

Admission of Students

To ensure smooth and transparent functioning of admission process, the college releases its prospectus (both online and offline) each year. Admission help-desk is setup in the college, helpline number and names of nodal officers are displayed on the college website and queries are

answered through phone calls. Moreover, a dedicated web page for convenience of applicants was also created this year. Centralized admission is done for B.Com I, B.C.A I, B.Sc. I and M.Com I classes where students are allotted colleges and online admission procedure is followed. The reservation policy of Government of India is strictly adhered to.

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

E-governance area	Details
<p style="text-align: center;">Examination</p>	<p>The examination schedule is administered by Panjab University. Notification prior to examination such as submission of examination forms, collection of admit cards and other examination related formalities are displayed timely on notice boards and circulated through e-mails/class whatsapp groups. Teachers maintain online attendance on campus-whizz software. The notices regarding internal assessment and examination duties are intimated to the faculty members through electronic channels. Further, Library blog as ggscwlibrary.blogspot.in allows students to download the previous year question papers and syllabus of undergraduate and postgraduate classes.</p>
<p style="text-align: center;">Planning and Development</p>	<p>The college engages students, teaching and non teaching staff, alumni, parents and various other stakeholders to disseminate information by using electronic database in order to ensure data driven approach. All the information including notices, inter-college competitions, workshops, seminars, conferences, faculty development programmes etc. are communicated to concerned stakeholders via e-mail and whatsapp groups.</p>
<p style="text-align: center;">Administration</p>	<p>The college has a proactive approach to streamline the administrative work. The database and records are maintained in electronic form. There is continuous interaction with management and governing body i.e. Sikh Educational Society through e-mails. Moreover, admission data of students, internal assessment records and other related information is sent to Panjab University through their online portal. The information of students is uploaded on MIS and RUSA procurement is done</p>

	through GEM. Also, the staff members can send their leave on official e-mail id of the principal.
Finance and Accounts	The accounts department of the college ensures digitization of records in order to ensure transparency and availability of data. The process of fee and other dues collection, scholarships to students is done through e-payment method. The payment to vendors is done through PFMS. Also, Internal Audit is a regular feature and External Audit is done annually.
Student Admission and Support	The admission process administered by Panjab University starts with an advertisement in the newspaper, college website and other social media channels in the month of May-June. The soft copy of College prospectus is available on college and DHE website which is updated regularly. Students are provided with their login id's. The admission committee of the college that takes care of all queries is formed for this purpose. E-mail id of the Principal is available for direct contact through mail. Attendance shortage of students, important notices, information regarding PTM's and upcoming events are uploaded on college website.

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
2018	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)
No Data Entered/Not Applicable !!!						
View File						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher

Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
1	37	Nill	29

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
12	9	10

6.4 – Financial Management and Resource Mobilization

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

Yes Auditing is the process of inspection of various books of accounts including physical examination of related documents to ascertain the accuracy of the financial statements prepared by the organization. Auditing done by qualified independent person ensures unbiased check on the accounts and authenticity. It involves scrutinizing the documents supporting the transactions and critical examination of financial statements. A Pre audit committee is constituted by the management from the different institutions under the same management. This committee regularly performs the function of physical verification of vouchers and bills. Internal Audit The internal audit is the part of the institution and carried out on quarterly basis by the Independent Chartered Accountant appointed by the Management of the institution. The internal audit unit verifies the supporting documents involving examination of vouchers, bill payments, quotations and approval from the Management. External Audit External audit is the independent examination of the financial statements i.e. Income Expenditure Statement and Balance Sheet which are prepared by the organization. A team consisting of one A.O. (Audit Officer) and two S.O. (Section Officer) is deputed by office of Accountant General, Punjab UT Chandigarh to conduct the audits on yearly basis. Further, officer of Director Higher Education and A.G. Office team visits college regularly for auditing and the remarks given by them are always considered imperative and implemented.

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

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

6.4.3 – Total corpus fund generated

30570589

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	Null	Yes	IQAC and College Academic Audit Committee
Administrative	No	Null	No	Null

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

- Providing valuable suggestions for development of the institutions through feedback forms collected from parents during Parent Teachers meeting.
- Donations are given by parents for community kitchen on the occasion of Sthapana Diwas.
- Parents are invited as resource person for Expert talk.

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

To promote growth and development of its support staff, college has taken following initiatives: • Training and Development programmes /workshops are organized for staff for upgradation of their administrative, communication and e-skills. • In the era of clean and green environment, awareness programmes related to health, environment and cleanliness are also undertaken. • The college renders best of its support to its members in the areas like pursuing higher studies, acting as a resource person in workshops, seminars and conferences organized by external agencies and many more. Further, leave is provided in the direction as per rules.

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

- A Research laboratory equipped with latest software like SPSS has been set up where the faculty members and students can enhance their research skills and utilize the laboratory for their research work.
- An e-journal 'Gyankosh: An Inter -Disciplinary Journal' has been started with an ISSN number.
- Transition from manual to online mode of admission and attendance where attendance of students is to be marked at Campus Whizz and records of each student is updated therein. The URL is campus.ggscw.ac.in
- Herbal garden with a total area of 200 square meters has been created in the college premises by College environment society in 2018-19. This garden has a wide and a rich variety of medicinal plants and herbs.
- Bebe Nanki 'Wall of Kindness' has been set by the college with a motto of caring and sharing on the outer College wall. This is to encourage students and society as large to donate miscellaneous useful things such as clothes for the needy.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
View File					

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
INTERNATIONAL WOMEN'S DAY	08/03/2019	08/03/2019	500	Nil
LET'S TALK PERIODS- A MENSTRUAL AWARENESS WORKSHOP	05/03/2019	05/03/2019	158	Nil
DAUGHTER'S WEEK'- BETI BACHAO BETI PADAO	25/01/2019	25/01/2019	150	Nil
WRITTEN QUIZ ON LEGAL RIGHTS OF WOMEN IN INDIA	22/12/2018	22/12/2018	106	Nil
WOMEN EMPOWERMENT AND RELATIONSHIP BUILDING	22/12/2018	28/12/2018	68	Nil
CYBER CRIME WITH SPECIAL REFERENCE TO WOMEN	16/11/2018	16/11/2018	20	Nil
MEETING ENERGY REQUIREMENTS OF PREGNANT AND LACTATING FEMALES	25/07/2018	25/07/2018	50	Nil

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

A- Environment Consciousness: • Environment Society 'Vasudha' registered with Chandigarh Administration Society No. ED/Env.Soc/12 has been engaged in various activities for promoting the cause of a green environment. Volunteers have been enrolled in this society, who participated enthusiastically in the various events throughout the year. • The Department of Environment, Chandigarh Administration donated 200 plants and sanctioned an amount of Rs 20,300/- for the green initiative in the college which has been used for developing the herbal garden in the College. College also contributed towards the development of Herbal Garden. • Green Marathon was organized by SBI on February 10, 2019, from the Chandigarh Club to Sukhna Lake. Forty students of the College participated and were given e-certificates. • A Tree Plantation Drive was organized to promote the cause of Green and Clean Campus on August 20, 2019, by planting a variety of saplings on the campus. • An Inter-College competition

was organized on September 27, 2018, during which activities like poster making, rangoli competition, etc were held by using eco-friendly material. • Students are encouraged to use public transport • Two Mobile Composed pits are used to produce manure for the Institution greenery by using the kitchen waste of Canteen and Hostel Mess. A Plan has been proposed to produce Bio-fuel / Biogas in the coming year which will be supplied to Canteen and Mess for cooking purposes. • Written instructions are labeled on the switchboards which direct the Students and teachers are directed to switch off the fans and lights before leaving the class. • NSS volunteers and NCC Cadets also conducts youth outreach activities on environmentally conscious events in the college as well as outside the college. • For all facilitation functions students are awarded gifts with eco-friendly products B- Sustainability/Alternate Energy initiative: -Solar Power Energy: A common 100MW solar Power plant has been installed on the rooftop of the adjoining building of Shri Guru Gobind Singh College (a sister concern under the same management). The power generated is distributed on a consumption basis amongst all institutions governed by Sikh Education society. The solar plant is generating on an average of 10077 units monthly and approx 30 percent of solar power generated is being used by our institution on a monthly basis. -LED Fans and Lights are being installed on the college campus and Hostel

7.1.3 – Differently abled (Divyangjan) friendliness

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

7.1.4 – Inclusion and Situatedness

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

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

Title	Date of publication	Follow up(max 100 words)
Handbook of Information of Panjab University	09/07/2018	The college follows the code of conduct framed by

Panjab University, in regards to teaching and non-teaching faculties. It also keeps itself updated and timely implement all the guidelines. The Handbook of information is annually published by the university containing information regarding courses offered and rules of admission. <https://puchd.ac.in/includes/documents/2018/handbook-of-information-2018.pdf?20200814070901> Conduct of teachers in affiliated colleges as per Panjab University Calendar vol-1 page number:171to 176 available at <http://puchd.ac.in/includes/documents/voll/chap6to11.pdf> in case of non-teaching staff, it is based on conduct rules for nonteaching staff of affiliated colleges as per chapter IX, panjab university calender Vol III and available at: <http://puchd.ac.in/includes/documents/calende2016/calendervol132019.pdf> The college follows the instruction time to time issued by MHRD and UGC.

Guidelines issued by MHRD and UGC	04/07/2018	The College follows the instruction time to time issued by MHRD and UGC.
Code of Conduct for Students and Staff	01/06/2018	The Code of Conduct for students and staff is uploaded on our College Website based on Panjab University and College Norms.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
View File			

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

-Tree Plantation organized by NSS and NCC Units -Teachers promote Car Pooling. -The campus has been declared "Plastic Free Campus" - Two Mobile Composed pits
--

are used to produce manure for the Institution greenery by using the kitchen waste of Canteen and Hostel Mess. A Plan has been proposed to produce Bio-fuel / Biogas in the coming year which will be supplied to Canteen and Mess for cooking purposes. - Waste plastic bottles were used for plantation. -LED Lightings and Fans are being installed on the college campus and Hostel under Pradhan Mantri Ujjal yojana sponsored by RUSA. -Dry and Wet Waste -Separate Dustbins are used for bio-degradable waste and non-biodegradable waste (Green Blue) -All communications to the students and teachers are done by using electronic media to promote "Paperless Campus" -E-Waste Management: Institution believes in the least damage to the environment and the whole existence. Thus, Write-off Committee of the Institution has the responsibility to make sure to recycle e-waste (old CPU, Keyboards, Monitors, Mouse, Switches and Hub, Renters, Projectors, UPS, Speakers, CD Writer, Hard Disks, CD Rom) by disposing it to the authorized agency to properly re-use and recycle the waste. special dustbins are kept for e-waste. In addition, the institution donates computers of lesser configuration that can be used for the beginners to the school run by the same management. -Re-Use of One-Sided Paper - Reuse the papers (one-sided) for off the record work of the college. Waste Paper boxes have been placed at appropriate places in the labs, staff rooms, and Administrative block of the Institution.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICE -1 EMPOWERING WOMEN THROUGH SPORTS: FINANCIAL AND NON-FINANCIAL/ADDITIONAL SUPPORT FOR GIRLS STUDENTS TO EXCEL IN SPORTS Objectives of the Practice a) To encourage and promote women athletes. b) To provide financial and other support to achievers in sports in the college. c) To attract students who have achieved excellence in sports and academics. d) To provide financial support to students who have achieved excellence in different fields, add value to the college, and are academically strong but economically weak. The Context Financial and other support to student-athletes of the college is meant to help them focus on sports and encourage them to participate at national and international events representing the College, University, State, and India at events abroad. Financial and non-financial assistance is not only for academically bright students but also those for who are economically weak and show excellence in academics and /or sports. The Practice There are several scholarships for academically excellent students but our Institution has special arrangements for the sports achievers who are representing the Institution at University, State, and also India at umpteen national and international events abroad. Even the present government at Centre has emphasized on promoting girls in sports. It has started acknowledging the sports achievers who are bringing laurels to the country. Women athletes in India are now getting their share of fame and appreciation that they deserved much earlier. Aligned with the Centre's policy of promoting women-athletes, our College supports women-athletes by providing concession in tuition fees, free accommodation at the hostel, free special diet, proper infrastructure and equipment at the College campus or at the stadium, which is within 5 km of the college. They are also given access to the university grounds to hone their skills and talents. For water- sport events, Sukhna Lake is available for practice with prior approval of the concerned authorities. To attract and keep the best sportswomen, Institution provides them fee concession during their enrolment under the College rolls. The Department of Sports is responsible for the welfare of these students and works day and night to provide every support they need. Different NGOs, organizations, and private citizens associated with the institute make a significant contribution towards financial support to these deserving athletes. Evidence of Success: Multipurpose outdoor sports court is proposed (RUSA Sponsored) worth Rs 47, 00,000 Cash Prizes to Sports

Students by Panjab University (No. of Students 44) 7, 64,000 Cash Prizes to Sports Students by College (No. of Students 90) 5, 09,400 Cash prize to college NCC Cadets from NCC PHHC Direct (6 Cadets) 38,000 Free accommodation provided to 34 elite sports girls in the hostel- 23,97, 000 Achievements: During 2018-19

: Name of the award/ medal National/ International Sports /cultural Game Name of the student 3rd NATIONAL Boxing Gargi 3rd NATIONAL Boxing Savita 1st NATIONAL Boxing Nandini 1st NATIONAL Boxing Diksha Runners-up NATIONAL Rowing (2000 mtrs) Eastpreet Kaur 3rd NATIONAL Rowing (500 mtrs) Eastpreet Kaur 3rd NATIONAL Rowing (500 mtrs) Alisha 1st NATIONAL Rowing (500 mtrs) Shreya R Iyer 3rd NATIONAL Rowing (2000 mtrs) Amrit Kaur 3rd NATIONAL Rowing (2000 mtrs) Jaswinder Kaur 3rd NATIONAL Rowing (500 mtrs) Pooja Kumari Runners-up NATIONAL Rowing (2000 mtrs) Pooja Kumari Runners-up NATIONAL Rowing (2000 mtrs) Alisha 1st NATIONAL Rowing (500 mtrs) Shreya R Iyer 1st NATIONAL Tug of War Seema 1st NATIONAL Rowing Shreya R Iyer 1st NATIONAL Rowing (500 mtrs) Alisha 1st NATIONAL Rowing (500 mtrs) Pooja Kumari

Problem Encountered • With the limited funds it is difficult to distribute amongst the deserving students as per their requirements. • Often deserving candidates do not possess the necessary paperwork required for processing/availing the scholarship. • Stringent requirements needed to satisfy the criteria for availing scholarship restricts certain students from availing the same. BEST PRACTICE -2 PROMOTING WOMEN ENTREPRENEURSHIP - "EARN WHILE YOU LEARN" The initiative was started in the college in order to provide a platform for the students to showcase their skills and talents and also generate income from it. Students display and sell products like tie-n-dye dupattas, block printing fabrics, table clothes, Paintings, murals, food and bakery items. Objectives of the Practice • Display/showcase skills and talents of students • To understand the concept of entrepreneurship • To help students learn the basics of management to create profits on a small scale. The Context Department of fine arts imparts knowledge of the concepts of art and design that include the visual arts. It enables the learners to achieve a balanced growth as a social being in tune with our culture through project work. The students showcase their talent by displaying an annual arts exhibition where they get a chance to earn by selling their paintings and murals. This gives them a sense of confidence and contentment. Home Science is an interdisciplinary field of knowledge with focus ranging goods to fabric, human development to resource management, communication, and extension. The wide scope of the subject can be successfully applied in the field to launch the entrepreneurship program. The skill and knowledge of the students can be harnessed to create opportunities for self-employment. This led to the idea of creating a club and incubation centre for students who are willing to generate income by using their talent along with basic management skills. The Practice Along with the conduct of practical, students are informed about creating profitable opportunities. The main activities were outlined as under: • Students are provided with hands on training through value added courses to equip them with the requisite skills and knowledge so that they can showcase their talent and earn while they learn. • Bakery and Cooking- students of BA final years were introduced to the concept of raw materials, overhead expenses, portion control, and profits. They put up stalls at various functions in the college, where baked goods and nutritious snacks were sold. Students were involved in preparing the goods, managing the stalls, and selling the delicacies. Orders for cakes from faculty members also taken up by the students. Using their knowledge of nutrition, the students also set up a stall for calculating BMI of the students, faculty members, and visitors at a minor cost. It provides an idea of whether a person has a correct weight for their height and as an indicator of obesity. • Textile enhancement- students of the second year are introduced to the concept of tie and dye as well as block printing. They prepared a vast range of articles using these techniques such as dupattas, bags, shirts, table cloths, napkins, tray covers, and runners, etc. • Stalls were put up for the sale on the IT fest as well as Biz Bash. The

articles were highly appreciated and brisk sales were made. Miscellaneous/ others During the annual blood donation camp volunteers who were found to be anaemic were consulted by the final year students regarding iron-rich food and their inclusion in the diet. Though this diet clinic was not an income-generating activity students were made aware of how nutritional consulting works Many talented students of the college participated in mehndi and tattoo stall during karwa chauth and Teej celebrations. A good amount of profits were made by the students. Hair braiding was also undertaken by a couple of students. Evidence of Success The stalls were put up during the IT fest and Biz Bash, wherein students from schools and colleges of the Tricity participated with great enthusiasm. A huge footfall led to good sales for stalls. The profitable sales were a great motivation for the talented students. Problem Encountered • Managing time was a hurdle since the conduct of these activities and regular teaching were to be done simultaneously. • Adequate funds availability would help us to organize workshops and invite resource persons to provide the technical knowledge and managerial skills required for successful entrepreneurship launches. • With only two faculty members in the department, running an entrepreneurship club on a full-time basis, though helpful and advantageous will not be profitable.

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

<https://ggscw.ac.in/Downloads/BEST%20PRACTICES.pdf>

7.3 – Institutional Distinctiveness

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

SOCIETY FOR IMPARTING SPIRITUAL TRAINING FOR HOLISTIC DEVELOPMENT: GURMAT VICHAR SABHA (Teaching of Gurus Spiritual knowledge, Society for Reflecting on mind and Spirituality) Spirituality plays a significant role in helping students search for meaning and purpose in life. Spiritual engagement equips students with tools to deal with various experiences that will come their way both personally and professionally spiritual practices like meditation can influence learning and well-being positively. Objectives of the practice To shoulder responsibility as an institution for shaping the moral and spiritual well-being of students. To instill awareness of a broader social responsibility and promote a sense of compassion, tolerance, and self-discipline. To cultivate confidence to imbibe a value system as the basis of their choices, goals, and priorities. To build a sense of community that transcends all diversities of religion, caste, and class. To foster a strong faith in the Higher Power, Almighty that gives an inner strength to take on challenges especially for women and stand for justice fearlessly and confidently. The Context Named after the 10th guru of the Sikhs, Sri Guru Gobind Singh, our college is guided by his philosophy of Oneness and selfless service to humanity. We draw upon his teachings to encourage our students to engage in spirituality along with leading their lives with good moral and ethical practices. There is a Gurudwara (prayer room) on the hostel premises where students are free to visit and draw inspiration from the teachings of the gurus. The Practice We start the academic year by visiting the historical Gurudwara Nada Sahib to seek blessings from the gurus. An inaugural function is held at the commencement of the academic session. The birth of Guru Gobind Singh Ji is commemorated as the Sthapna Diwas - Founder's Day - at the end of the academic year. The Manipuri New Year is also celebrated in the Hostel by the preparation of a special meal dedicated to this practice. This encourages all students to feel connected to the Gurmat Vichar Sabha and its message of harmony and peace for all. Evidence of success The practice has brought about a feeling of goodness and cooperation among students and the whole fraternity in general. Tiers of the college community -

the management, principal, staff, students, and employees work together to organize these huge festivities, thus strengthening their bond and generating a sense of community and belonging. In the current scenario of social and moral decay, such an organization plays an indispensable and crucial role in safeguarding society from further damage. This practice has been vital in fulfilling our aim of imparting holistic education to our girls, empowering them with knowledge and making them self-reliant, enlightened, and socially responsible citizens of the country. Problems Encountered and Resources Required We have never confronted any obstacle that can encumber the endeavors and spirit of this organization. Financial support is provided by the college. Generous voluntary donations by the college community also enhance the support.

Provide the weblink of the institution

<https://gqscw.ac.in/Downloads/INSTITUTIONAL%20DISTINCTIVENESS.pdf>

8.Future Plans of Actions for Next Academic Year

The Institution plans the following for the next academic year: Curricular Aspects: ? To initiate Short Term Skill Based Programs and Vocational Courses with an aim to 'Earn while you Learn' and providing the students with an opportunity for becoming Self Employed and independent. ? To introduce job oriented Value Added Courses to enhance the employability skills of the students by providing them with in-hand practical knowledge. Teaching - Learning and Evaluation ? Introduction of Value Based Education to develop social and relationship skills of the students and enhance academic attainment. ? To incorporate more field work, training projects and programs, and guest lecture for improving the quality and application orientation of the curriculum. ? Developing and promoting innovation in teaching-learning methodologies. ? Constructin of more 'Technology Equipped Classrooms'. Student Support and Progression ? To establish industry-academia linkages for addressing the training and placement needs of the students. ? To organise workshops for providing guidance to the students regarding start-ups and to develop their entrepreneurial skills. ? Further activation of Placement Cell by organising workshops and mock interviews to hone up the interview skills of the students and making them Job Fest ready. ? More active participation of Alumni and their involvement in fund generation for sponsoring scholarships for the needy and bright students. ? Improvement in Enterprise Resource Planning (ERP), to make it more user-friendly and convenient for the students. ? To enhance the accuracy, role and timeliness of information for student support. Research, Innovation and Extension ? Preparing proposal for inclusion of E-Journal Gyan Kosh in UGC Care List. ? To promote research opportunities for students and faculty members. ? Fund mobilization through different schemes to encourage research. ? Encouraging faculty members to take up research projects. ? Adoption of five villages under UNNAT BHARAT ABHIYAN and conducting survey with the help of students for making technical improvements in the villages. Enhancement of Infrastructure ? Proposal for a new hostel building sent to UGC. ? Sending more proposals to get grant under RUSA. ? Proposal for beatification of canteen area along with increasing its seating capacity. ? Construction of Open Air Theatre. ? Completion of Multifunctional Sports Ground to be able to host various sports events in the coming sessions. Social Values and Best Practices ? Providing a platform to the students for social interaction to improve their social compatibility through activities and schemes like NSS, NCC, Genders Champion Club and RAAHAT. ? Promoting better environmental practices in the College such as use of energy saving bulbs, wet and dry waste segregation, installation of compost pit, rain water harvesting, to name a few. ? Promoting Corporate Social Responsibility and involving students in activities like organizing langar sewa for needy, contributing generously for flood hit regions, conducting activities for orphanages and old age homes.

