



## **YEARLY STATUS REPORT - 2023-2024**

### **Part A**

#### **Data of the Institution**

##### **1.Name of the Institution**

**Government College for Girls,  
Ludhiana**

- Name of the Head of the institution **Ms. Suman Lata**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**

- Phone no./Alternate phone no. **9501305566**
- Mobile No: **9463460922**
- Registered e-mail **gcgludhiana@gmail.com**
- Alternate e-mail **jaspreet71k@gmail.com**
- Address **Near Rakh Bagh, Civil Lines,  
Ludhiana 141001**
- City/Town **Ludhiana**
- State/UT **Punjab**
- Pin Code **141001**

##### **2.Institutional status**

- Affiliated / Constitution Colleges **Affiliated**
- Type of Institution **Women**
- Location **Urban**

- Financial Status **UGC 2f and 12(B)**
- Name of the Affiliating University **Panjab University**
- Name of the IQAC Coordinator **Dr. Jaspreet Kaur**
- Phone No. **9501305566**
- Alternate phone No. **9501305566**
- Mobile **9501305566**
- IQAC e-mail address **naacgcg@gmail.com**
- Alternate e-mail address **jaspreet71k@gmail.com**

**3. Website address (Web link of the AQAR (Previous Academic Year))**

<https://gcgldh.org/NAAC/agar/AQAR-2022-23/>

**4. Whether Academic Calendar prepared during the year?**

**Yes**

- if yes, whether it is uploaded in the Institutional website Web link:

<https://gcgldh.org/academic-calendar>

**5. Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 3</b>	<b>A</b>	<b>3.22</b>	<b>2024</b>	<b>29/02/2024</b>	<b>28/02/2029</b>

**6. Date of Establishment of IQAC**

**16/09/2006**

**7. Provide the list of funds by Central / State Government**

**UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,**

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
<b>Institution</b>	<b>HE 24</b>	<b>Higher Education</b>	<b>2023-24</b>	<b>5418991</b>
<b>Institution</b>	<b>MP LAD</b>	<b>District Administration</b>	<b>2023-24</b>	<b>5000000</b>
<b>Institution</b>	<b>RUSA</b>	<b>MHRD</b>	<b>2023-24</b>	<b>215442</b>
<b>Botany Department</b>	<b>Curie</b>	<b>DST</b>	<b>2023-24</b>	<b>690120</b>

Institution	Scheme for Career Counselling in govt colleges of Punjab	Director Higher Education Department	2023-2024	8000000
Institution	Vocational and skill orientation programm	Director Higher Education Department	2023-2024	190000
Institution	Computer related hardware purchase	Director Higher Education Department	2023-2024	135200
Institution	Support to government college for digital classroom with e-content	Director Higher Education Department	2023-2024	444000
Institution	Industrial Visit	Director Higher Education Department	2023-2024	150000
Institution	Vocational and skill orientation programm	Director Higher Education department	2023-2024	63000
Institution	Community College Scheme	UGC	2023-24	209897

**8. Whether composition of IQAC as per latest NAAC guidelines** **No**

- Upload latest notification of formation of IQAC **No File Uploaded**

**9. No. of IQAC meetings held during the year** **2**

- Were the minutes of IQAC meeting(s) and **Yes**  
compliance to the decisions have been  
uploaded on the institutional website?

- If No, please upload the minutes of the [View File](#)  
meeting(s) and Action Taken Report

**10. Whether IQAC received funding from any of the funding agency to support its activities during the year?** **No**

- If yes, mention the amount

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

1. Secured an A Grade with a score of 3.22 in the third cycle of NAAC accreditation, reflecting the institution's commitment to quality education. 2. Introduced 26 Value-Added Courses (VACs), including 2 Add-on courses, 3 NSDC-approved courses, 4 PSOU-affiliated courses, 10 institution-run courses promoting earn-while-learn practices, and skill enhancement workshops. 3. Facilitated the participation of 53 faculty members in Faculty Development Programs (FDPs) under MMCCT FOP enrollment, promoting professional growth. 4. Achieved ISO 9001:2015 certification for the DST Curie lab's Quality Management System (QMS), which is registered with MSME and supports testing and training services. 5. Received AICTE approval for BBA and BCA programs.

**12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year**

Plan of Action	Achievements/Outcomes
Preparation for NAAC Peer Team Visit (Cycle 3)	Successfully secured an 'A' grade with a score of 3.22.
Promoting Earn-While-Learn Practices and Skill Development	Introduced 26 Value-Added Courses (VACs), including Add-On courses, NSDC-approved courses, PSOU-affiliated courses, and institution-run courses. Workshops for employability skills, such as
Exploring MOUs for Student Benefits	Signed 8 MOUs with various agencies, including Iqbal Nursing Home, Hiyaav, Lakme Academy, and others, to provide students with skill-based opportunities and practical exposure.
Providing a Platform for Students to Display and Sell Products	Providing a Platform for Students to Display and Sell Products Organized events like Teeyan Mela, Samarth Diwali Fair, and healthy food canteens run by students of Diploma in Nutrition and Dietetics.
Promoting Collaborative Activities	Conducted plantation drives (with Youth Services Club), industry-based workshops (with Hiyaav, Lakme, and Jagdambe Exports), NGO collaborations, and ELC club activities to spread awareness about voting and engage in social responsibility programs.
Initiatives for Environmental Sustainability	Implemented green campus initiatives, such as establishing a Greenhouse, bird nests, vermicomposting, and rainwater harvesting units. Solar panels and energy-efficient LED lighting were installed to promote energy conservation.

Preparation for NEP 2024-25 Implementation	NEP coordinator appointed, faculty trained through FDPs (53 attended), admission portal development initiated, and VAC list finalized.
Strengthening Feedback and Competitive Exam Training Programs	Efforts to further strengthen feedback systems and student training for competitive exams are in progress.
Organizing Placement Drives	Conducted 10 placement-related activities, including 2 placement drives, 3 seminars, 4 workshops, and 1 registration camp.
Other Notable Achievements: •	DST Curie Lab registered with MSME and received ISO 9001:2015 certification. • Established an Institution Innovation Council (IIC). • Received AICTE approval for BBA and BCA programs. • Proposed five new employment-oriented courses, including BSc Data Analytics and BA Digital Media and Design. • Submitted a proposal for a four-year Integrated BSc BED program to the National Council for Teacher Education (NCTE).

**13. Whether the AQAR was placed before statutory body?**

No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

**14. Whether institutional data submitted to AISHE**

**Part A****Data of the Institution**

<b>1.Name of the Institution</b>	<b>Government College for Girls, Ludhiana</b>
• Name of the Head of the institution	<b>Ms. Suman Lata</b>
• Designation	<b>Principal</b>
• Does the institution function from its own campus?	<b>Yes</b>
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• IQAC e-mail address	naacgcg@gmail.com
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**5.Accreditation Details**

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**6.Date of Establishment of IQAC**

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**7.Provide the list of funds by Central / State Government**

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<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
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13. Whether the AQAR was placed before statutory body?	No
• Name of the statutory body	
Name	Date of meeting(s)
Nil	Nil
14. Whether institutional data submitted to AISHE	

Year	Date of Submission
2024	01/03/2024

**15.Multidisciplinary / interdisciplinary**

Government College for Girls is affiliated to Panjab University, Chandigarh and follows the provisions of Panjab University, Chandigarh for its curriculum, examination and award of degree. The institution strictly adheres to the approved curriculum of the Panjab University regarding multidisciplinary/ interdisciplinary academic courses. The College offers as many as 32 programmes /courses at UG and PG level under stream of Arts, Science, Commerce, Computer Applications and Management and has qualified faculty to teach the fundamentals of a diverse range of subjects. The institution is offering short term skill-based and value added courses to the students of various streams to promote interdisciplinary education. IQAC has organized awareness sessions for the teachers about the need and concept of inclusion in multi interdisciplinary education. The ideas for starting new courses were invited from various departments, and the proposals and suggestions received were sent to the higher education and affiliating university. All the faculty members of the institution also participated in the PDP on the NEP 2020.

**16.Academic bank of credits (ABC):**

The institution's preparedness for the implementation of ABC is according to the guidelines of the affiliating university and approval from regulating bodies. The institution has sensitized the students regarding the benefits and need of registering for ABC. Proactive measures have been taken to raise awareness among students about the significance and benefits of registering for ABC. As a result, a total of 2,901 college students have successfully registered on the National Academic Depository. Notably, the institution has ensured that all first-year students are promptly registered on the portal.

**17.Skill development:**

The College provides a variety of professional courses created by affiliated universities, NSQF and NSDC. Various skill based certificate courses in Software development and programming, Computer Aided Accounting, Entrepreneurship, Creativity and innovation in business, Bakery & Confectionary, Nanny Care and are being offered by the college. Certificate Course in Cookery, Beauty Therapy and Basic computer course is running under NSDC. The institution recently organized skill based workshops to

identify the interests of the students. The list of shortlisted value added skill based courses, suggestions, and willingness to offer new skill based courses based on the needs of students and society according to available resources have been sent to the higher education department and the affiliating university. New skill development courses will be introduced by the College as and when the University provides directions to implement them in accordance with NEP-2020.

#### **18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)**

To promote and integrate the Indian Knowledge System, the College is offering Punjabi, Hindi, and Sanskrit, which help the students read the old scriptures of India in their original form. Curriculum related books are available in all three mediums in the college library. In order to make them culturally rooted in Indian culture and tradition, the institution has formed many clubs and societies that promote the teachings and values of our nation and make efforts to integrate the value system with modern thinking. The staff and students celebrate the birthdays of Gurus and festivals. The college is also offering classical music vocal, music instrumental and Indian classical dance as elective subject. Faculty of performing Arts also train students in regional folk instruments and folk songs. It is also promoting the traditional art & craft and theatre of the region. In addition to the above, the subjects are taught in three languages for better understanding. Many programmes/ and subjects, such as Philosophy, Sociology, History and Culture, contain information about the Indian knowledge system. The Beauty and Wellness course curriculum contains knowledge regarding yoga, meditation, and ayurvedic healing. Many educational trips are organized to provide an insight to the students about the heritage, History and Culture. The college has developed a heritage room to showcase the richness of the old Punjabi lifestyle. The college hostel students organize Akhand Path (religious ceremony) every year, which is attended by the college students and teachers. The ceremony is followed by langar (food prepared through community kitchen) served by the hostel students.

#### **19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):**

Outcome based education focuses on student centric learning. The programs offered and courses taught at our institution have prescribed syllabus as outlined by the affiliating university. Every program and course have a specific program and course outcome that is clearly mentioned in the syllabus. These outcomes

are also shared by respective teachers and integrated into the curriculum delivery. The programs are offered under the semester system. The institute conducts mid semester theory and final university theory and practical semester exams. Teachers unitize their respective courses in the beginning of the semester and unitization of syllabus is aligned to corresponding units of the syllabus. The students are prepared to attempt the paper as per university pattern. Teachers periodically assess the students through class tests, surprise tests, quizzes, presentations, group discussion etc. They also undertake practical work as part of the curriculum with the required equipment. Learning by doing i.e., experiential learning is a part of the curriculum of many programs that includes projects, internships, project reports, studies etc. Regular interactive extension lectures, hands-on training, field visits etc. are conducted frequently for students as per the demand of their course and as per demand of industry. Many activities like digital poster making, digital certificate design, digital logo design, Power Point presentation competition, advertisement video making competition, application development contest (Computer Science department), PPT presentation, poster making competition, Ad-Mad show, shark Tank (Commerce and BBA department), fitness fest, and canteen (Home Science department), are frequently organized wherein students apply their knowledge and practical skills and compete in various events. This institution is committed to ensuring the adoption of OBE at present and will constantly improve after the adoption of ??? 2020.

#### **20.Distance education/online education:**

Although the institution does not offer distance education courses, it has established MoU programs and is affiliated with Jagat Guru Nanak Open University, Patiala (PSOU), for certificate and diploma courses. The institution is successfully running various skill based courses affiliated to PSOU in the blended mode. The College is equipped with 41 smart classrooms and has WiFi facility which helps to make course content enriched with online subject material. The Library has Inflibnet centre providing E-books, E- journals and Econtent to the students for online reading. The IQAC organized various Faculty Development Programs like Introduction to E-Content Development, Faculty sensitization seminar on implementations of NEP, Seven days National FDP UNMESH etc. for the faculty to equip themselves for effective online teaching pedagogy. The institution is well prepared to adopt distance online education after the adoption of N?? 2020.

## Extended Profile

### 1.Programme

1.1

87

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	No File Uploaded

### 2.Student

2.1

3334

Number of students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.2

1978

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.3

1094

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

### 3.Academic

3.1

101

Number of full time teachers during the year

File Description	Documents
Data Template	<a href="#">View File</a>



3.2	101
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

<b>4.Institution</b>	
4.1	51
Total number of Classrooms and Seminar halls	
4.2	249.22042
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	147
Total number of computers on campus for academic purposes	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

Our institution prioritizes the effective delivery of the curriculum, considering it a cornerstone of academic excellence. Following the Panjab University syllabus, our faculty actively contribute to curriculum development through participation in Boards of Studies and sub-committees. To ensure structured and transparent implementation, a systematic mechanism has been established.

The college adheres to the University's Academic Calendar, with HODs organizing departmental activities, workload distribution, and syllabus reviews, while the Principal ensures effective execution through regular meetings. New students are welcomed through an annual Orientation Program, familiarizing them with campus facilities, timetables, and institutional policies.

A Time-Table Committee, led by the Principal and senior faculty, creates detailed schedules that balance academics and co-curricular activities, ensuring comprehensive engagement. Faculty

prepare teaching plans annually and utilize interactive methods like group discussions, seminars, projects, and digital platforms for effective learning. Facilities such as internet access, smartboards, and audiovisual aids enhance teaching.

The library offers diverse resources, including e-books and journals, encouraging students to deepen subject knowledge. Faculty are supported through orientation and refresher courses, as well as curriculum workshops.

Feedback from stakeholders helps assess performance, address gaps, and implement improvements. Tailored support is provided through remedial coaching and advanced learner programs, ensuring holistic development and academic success.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

#### 1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The Academic Calendar is received from the University. Each department creates a departmental calendar of activities within the broad framework of the University calendar, keeping adequate time between examinations and key events of the college. The evaluation of students is a continuous process in the college. The college follows its academic calendar for conducting internal examination. In a true sense, continuous internal evaluation (CIE) of the students is done by conducting various curricular and cocurricular activities such as bridge course, remedial classes, certificate courses, class test etc. Even teacher conducts regular class tests consisting of MCQs on the related topic for practice and revision with the help of Google forms. Student feedback - At the end of academic session students submit their feedback for each subject through online feedback forms maintaining complete anonymity. Academic Monitoring- Each Head of the Department maintains a monthly monitoring report on course coverage, student

attendance and assignment provided for every subject. Remedial classes are conducted for weak students. The Principal, through the academic committee meetings, frequently reviews the semester's progress and provides suitable suggestions.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	Nil

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	No File Uploaded

## **1.2 - Academic Flexibility**

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

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

**06**

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 1.2.2 - Number of Add on /Certificate programs offered during the year

#### 1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

26

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

### 1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

3415

#### 1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

3415

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

Government College for Girls is committed to integrating themes such as professional ethics, gender sensitization, human values, environmental awareness, and sustainability into its academic framework to foster holistic student development. A compulsory Environmental Science course for undergraduates emphasizes environmental consciousness, while value-based education is embedded in various curricula to nurture responsible citizens.

**Curriculum Integration:** Courses in disciplines like Sociology, Psychology, Philosophy, Public Administration, and Business Management instill principles of professional ethics, human values, and gender equity. Modules on Intellectual Property Rights, Corporate Social Responsibility, and Business Ethics provide practical insights into ethical conduct, while Sociology explores gender identity, roles, and the influence of social institutions. Environmental sustainability is integrated across programs like B.A. (Geography, Sociology), B.Sc. (Botany, Zoology), and postgraduate Botany studies.

**Enrichment Through Activities:** Hands-on experiences are facilitated through societies and cells. The Environment Society organizes eco-friendly initiatives to promote sustainability, while the NSS fosters social responsibility through outreach programs, tree plantations, and awareness drives. The Gender Society and Women's Cell host workshops, rallies, and performances to advocate for equity and social justice. Clubs like NCC, Rotaract Club, and Red Cross Society actively engage students in community-building activities like anti-plastic campaigns and wellness programs.

Through these structured initiatives, the college cultivates responsible, socially aware individuals equipped to contribute meaningfully to society.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

### 1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

13

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View File</a>
MoU's with relevant organizations for these courses, if any	<a href="#">View File</a>
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

### 1.3.3 - Number of students undertaking project work/field work/ internships

475

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 1.4 - Feedback System

<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders</b> <b>Students</b> <b>Teachers</b> <b>Employers</b> <b>Alumni</b>	<b>B. Any 3 of the above</b>								
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>URL for stakeholder feedback report</td><td>No File Uploaded</td></tr> <tr> <td>Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)</td><td><a href="#">View File</a></td></tr> <tr> <td>Any additional information(Upload)</td><td>No File Uploaded</td></tr> </tbody> </table>	File Description	Documents	URL for stakeholder feedback report	No File Uploaded	Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>	Any additional information(Upload)	No File Uploaded	
File Description	Documents								
URL for stakeholder feedback report	No File Uploaded								
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>								
Any additional information(Upload)	No File Uploaded								
<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>A. Feedback collected, analyzed and action taken and feedback available on website</b>								
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Upload any additional information</td><td>No File Uploaded</td></tr> <tr> <td>URL for feedback report</td><td><a href="https://gcgldh.org/downloads/NAAC/sssr/2023-24.pdf">https://gcgldh.org/downloads/NAAC/sssr/2023-24.pdf</a></td></tr> </tbody> </table>	File Description	Documents	Upload any additional information	No File Uploaded	URL for feedback report	<a href="https://gcgldh.org/downloads/NAAC/sssr/2023-24.pdf">https://gcgldh.org/downloads/NAAC/sssr/2023-24.pdf</a>			
File Description	Documents								
Upload any additional information	No File Uploaded								
URL for feedback report	<a href="https://gcgldh.org/downloads/NAAC/sssr/2023-24.pdf">https://gcgldh.org/downloads/NAAC/sssr/2023-24.pdf</a>								
<b>TEACHING-LEARNING AND EVALUATION</b>									
<b>2.1 - Student Enrollment and Profile</b>									
<b>2.1.1 - Enrolment Number Number of students admitted during the year</b>									
<b>2.1.1.1 - Number of sanctioned seats during the year</b>									
<b>4120</b>									
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Any additional information</td><td>No File Uploaded</td></tr> <tr> <td>Institutional data in prescribed format</td><td><a href="#">View File</a></td></tr> </tbody> </table>	File Description	Documents	Any additional information	No File Uploaded	Institutional data in prescribed format	<a href="#">View File</a>			
File Description	Documents								
Any additional information	No File Uploaded								
Institutional data in prescribed format	<a href="#">View File</a>								
<b>2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of</b>									

supernumerary seats)

### 2.1.2.1 - Number of actual students admitted from the reserved categories during the year

1912

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

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

The internal assessment mechanism is transparent, robust, and aligned with the university's academic calendar, ensuring consistency and fairness. A continuous evaluation system is adopted to assess students' learning using a variety of tools, such as class tests, assignments, projects, reports, seminars, quizzes, classroom interactions and mid-semester exams. These evaluations are conducted regularly, with clear schedules communicated at the beginning of the academic session. Equal emphasis is placed on theoretical and practical components to enhance students' knowledge and skills. Transparency is maintained by documenting all internal assessments, including marks, attendance, and feedback, which are accessible to students upon request. Teachers provide constructive feedback to help students improve their performance and clarify any concerns regarding their evaluation. The weak learners are given regular feedback on their performances and are given the chance to communicate with advanced learners in their same streams. Students are encouraged to engage in classroom discussions and seek clarifications, fostering a collaborative and open learning environment. Advanced students receive advice regarding competitive tests also. This robust mechanism ensures frequent, diverse, and well-documented assessments, enabling continuous monitoring and improvement of student learning outcomes. It also strengthens trust and accountability, making the internal evaluation process both effective and equitable.



File Description	Documents
Link for additional Information	<a href="https://gcgldh.org/Departments/commerce">https://gcgldh.org/Departments/commerce</a>
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
3334	101

File Description	Documents
Any additional information	<a href="#">View File</a>

### 2.3 - Teaching- Learning Process

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

The institution employs participatory, analytical teaching methods, integrating strategies that involve students in learning process. A student-centric approach is adopted to empower students as active participants in their education. The various teaching-learning methods are used in our institution-

- The concept of 'learning by doing' is used for encouraging students to engage in fieldwork, practical training in IT applications, business plan development, hands-on activities in various subjects.
- 'Experiential learning' is given through educational tours such as visits to science museums, sewage plants, water treatment facilities, biodiversity parks for science students and banks, stock exchanges, industries for commerce and IT students.
- Participative learning is promoted through activities like group discussions, team-based assignments, role-playing activities, quizzes, case studies.
- ICT-enabled teaching-learning methodologies are extensively employed, such as PowerPoint presentations, interactive whiteboards, platforms like Google Classroom, Functional English lab SWAYAM, SWAYAM PRABHA, NPTEL and NAD for a dynamic learning environment.
- The institution offers 15 Career-Oriented Add-On courses, 9 Certificate Courses under Panjab University, 5 programs

under Punjab State Open University (PSOU), 1 finishing school course.

This holistic approach to education ensures that students graduate with the confidence, skills, knowledge to excel in their careers and contribute effectively to society.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Teachers effectively use ICT-enabled tools to enhance the teaching-learning process. Smart boards, LED projectors, and computers make lectures more engaging and interactive. Platforms like Google Classroom, Zoom, and YouTube support collaborative learning, while e-resources such as SWAYAM and MOOC courses provide quality educational content. Online quizzes, educational games, and Google Forms are used to assess and engage students creatively.

The college library is fully digitalized, offering resources through INFLIBNET for both students and faculty. Key areas of the campus, including the library, laboratories, classrooms, auditorium, and seminar hall, are Wi-Fi-enabled, ensuring seamless digital access. These facilities are also used for guest lectures, seminars, workshops, and college events. ICT tools significantly enrich teaching and learning, making the process more effective and innovative.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="https://gcgldh.org/downloads/NAAC/ssr/Others/ICT-FACILITIES/ICT_FACILITIES.pdf">https://gcgldh.org/downloads/NAAC/ssr/Others/ICT-FACILITIES/ICT_FACILITIES.pdf</a>

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

**2.3.3.1 - Number of mentors**

90

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	<a href="#">View File</a>

**2.4 - Teacher Profile and Quality****2.4.1 - Number of full time teachers against sanctioned posts during the year**

101

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

**2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)****2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

32

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

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

**2.4.3.1 - Total experience of full-time teachers****1107.3**

File Description	Documents
Any additional information	<a href="#">View File</a>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

**2.5 - Evaluation Process and Reforms**

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The internal assessment mechanism is transparent, robust, and aligned with the university's academic calendar, ensuring consistency and fairness. The internal assessment system of students' learning is completely based upon the university's academic calendar which is decided by university in the beginning of every academic session. A continuous evaluation system is adopted to assess students' learning using a variety of tools, such as class tests, assignments, projects, reports, seminars, quizzes, classroom interactions, and mid-semester exams. These evaluations are conducted regularly, with clear schedules communicated at the beginning of the academic session. Equal emphasis is placed on theoretical and practical components to enhance students' knowledge and skills.

Transparency is maintained by documenting all internal assessments, including marks, attendance, and feedback, which are accessible to students upon request. Teachers provide constructive feedback to help students improve their performance and clarify any concerns regarding their evaluation. Students are encouraged to engage in classroom discussions and seek clarifications, fostering a collaborative and open learning environment.

This robust mechanism ensures frequent, diverse, and well-documented assessments, enabling continuous monitoring and improvement of student learning outcomes. It also strengthens trust and accountability, making the internal evaluation process both effective and equitable.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="#">NIL</a>

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

The grievances solving mechanism for internal examination is transparent, time- bound and very efficient in the college. The transparency and fairness, these are two important factors of internal examination system of college. The contents of courses are fully covered in an effective manner by class teachers. The internal exams are conducted on time as per guidelines of the university. The dates for exams are scheduled first and date sheet is made accordingly. The dates of exams are announced well in advance and circulated among students.

For students unable to appear for exams due to participation in sports, cultural events or medical emergencies, examinations are rescheduled to ensure they are not disadvantaged. Additionally, attendance carries due weightage in internal assessments and students are informed well in advance about any lecture shortages, allowing them ample time to address the issue.

If any grievance takes place then it is fully resolved in proper manner to the satisfaction of students. Their concerns are patiently listened by the concerned teacher then the issues are carefully resolved. The students are also free to approach the head of the institution, the principal, directly in case of any dispute or dissatisfaction.

This multi-tiered system ensures that grievances are addressed fairly and efficiently.

For external examinations conducted by Panjab University, students can apply for revaluation and improvement exams as needed, further ensuring a student-centric and fair assessment system.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	Nil

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

At the beginning of each academic session, the outcomes are discussed in departmental meetings to help teachers and students align their teaching and learning goals. The Career Guidance and Placement Cell further supports the achievement of these outcomes by organizing workshops, seminars, special training sessions, extension lectures, and interactive sessions with successful entrepreneurs and subject matter experts.

The syllabus for each programme is accessible on the affiliating university's website, and the learning outcomes framed by each department serve as guiding objectives for both students and teachers. During admission days, a dedicated help desk is available to assist students in understanding the outcomes and attainments of various courses.

The results related to programmes and courses are finalised following discussion between the senior faculty members/heads of departments and are then posted on the college website and sent to the students in order to guarantee transparency in teaching. Students have a clear understanding of what is expected of them at the end of the course as well as the value of the course beyond graduation. Thus a student's performance and learning outcomes are strongly tied to their understanding of the program's goals and the courses they enrol in.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://gcgldh.org/programme-outcomes">https://gcgldh.org/programme-outcomes</a>
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

The college is successfully working on evaluation and guarantee of each graduating class achieves the goals set forth at the beginning. As people develop the desired abilities, this has a direct impact on their employability. This is only possible if there is a direct line of communication and contact with the

pupils both in the classroom and outside of college through feedback or communication. With reference to knowledge development in the disciplines taught, this system ensures the quality of the students' education. To entice new participants in the programme or course, the outcomes in terms of jobs or other professional achievements obtained are advertised on the website. The older students are also encouraged to engage with the newer ones, giving them self-assurance and the desire to learn more from them.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://gcgldh.org/programme-outcomes">https://gcgldh.org/programme-outcomes</a>

### 2.6.3 - Pass percentage of Students during the year

#### 2.6.3.1 - Total number of final year students who passed the university examination during the year

1091

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	<a href="https://gcgldh.org/downloads/NAAC/aqar/AQA-R-2023-24/Annual-Report-2023-24/Annual-Report-2023-24.pdf">https://gcgldh.org/downloads/NAAC/aqar/AQA-R-2023-24/Annual-Report-2023-24/Annual-Report-2023-24.pdf</a>

### 2.7 - Student Satisfaction Survey

#### 2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://gcgldh.org/downloads/NAAC/sssr/2023-24.pdf>

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

##### 3.1.1 - Grants received from Government and non-governmental agencies for research

**projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****690120**

File Description	Documents
Any additional information	<a href="#">View File</a>
e-copies of the grant award letters for sponsored research projects /endowments	<b>No File Uploaded</b>
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

**3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year****3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year****1**

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Supporting document from Funding Agency	<b>No File Uploaded</b>
Paste link to funding agency website	<a href="https://dst.gov.in/pressrelease/curie-initiative-dst-enhancing-research-facilities-women-universities">https://dst.gov.in/pressrelease/curie-initiative-dst-enhancing-research-facilities-women-universities</a>

**3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year****3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year****39**



File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.2 - Research Publications and Awards

#### 3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

##### 3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

9

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

#### 3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

##### 3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

12

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Extension activities sensitively address social issues and foster holistic student development. Our college hosts clubs like NSS, NCC, Anti-Ragging Club, Electoral Literacy Club, Legal Literacy

Club, Red Cross Club, Rotaract Club, and Women Safety Club, among others. These organize diverse initiatives, including seminars, workshops, and awareness campaigns.

Key 2023-24 activities included:

- **Tree Plantation Drive:** As part of Van Mahotsav, saplings were planted, promoting eco-consciousness with MLA Gogi Ji's participation.
- **NCC Activities:** Cadets participated in a parade before Punjab Education Minister Harjot Singh Bains Ji and pledged unity under the Meri Maati Mera Desh initiative.
- **Awareness Campaigns:** A rally highlighted ozone layer protection, while an anti-drug campaign at Punjab Agricultural University raised awareness about substance abuse.

These 40+ activities enhanced students' social responsibility, leadership, and community engagement. By tackling real-world problems, students gained empathy, teamwork, and moral values, emerging as socially responsible individuals poised to make a positive societal impact.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

#### 3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

2

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

**3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year**

**3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

**40**

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

**3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**

**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

**3000**

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**3.4 - Collaboration**

**3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year**

**4**

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

#### 3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

13

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

The institution is committed to providing quality education and fostering the holistic development of students, equipping them with the skills, awareness, and empowerment needed for their growth. Spread across 45 acres, the campus encompasses 15,270 square meters (3.77 acres) of built-up area, housing various departments and blocks.

The institution boasts adequate, well-maintained, and user-friendly infrastructure conducive to teaching, learning, and the overall development of students. Key highlights include:

- **Classrooms and ICT Facilities:** A total of 51 rooms, out of

which 42 are fully ICT-enabled smart rooms, including an auditorium and seminar hall.

- **Laboratories:** The college has 29 well-equipped labs, with 18 upgraded to smart labs. Among these is the renowned DST Curie Lab for Botany, furnished with state-of-the-art testing equipment.
- **Botanical Facilities:** The campus includes a Botanical Garden, a Fruit Garden, and a Cacti Zone, enriching the learning environment for botany and environmental sciences.
- **Wi-Fi and Surveillance:** The entire campus is Wi-Fi-enabled and secured with 32 CCTV cameras, ensuring the safety of staff and students.

Other facilities provided by the institution include:

- **Multipurpose Auditorium Hall:** A venue for academic, cultural, and social events.
- **Seminar Hall:** Hosts seminars, extension lectures, and literary events.
- **Student Amenities:** A hygienic canteen and a Photostat unit for students' convenience.
- **Hostel Facilities:** Accommodation for 250 female students in 75 rooms, ensuring a safe and comfortable stay. Additionally, the college provides residential facilities for faculty members.

The college remains steadfast in its mission to maintain and enhance its infrastructure, ensuring an environment that promotes effective teaching, active learning, and comprehensive student development.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

The institution is dedicated to fostering the holistic development among students by providing robust infrastructure and facilities for cultural activities, sports, fitness, and wellness.

## Cultural Activities

The college offers excellent facilities to encourage and nurture students' artistic and cultural talents:

- Auditorium and Seminar Hall: Equipped with the necessary amenities for hosting literary and cultural events.
- Open Stage: A spacious open stage (35x40 sq. meters) where students regularly showcase their creative skills through performances such as Nukkad Nataks and other events.
- Departmental Initiatives: Various departments provide ample opportunities for students to participate in cultural events throughout the year.
- Guidance for Competitions: The institution actively supports and mentors students participating in Youth Festivals and other co-curricular cultural activities.

## Sports and Games Facilities

The college promotes physical fitness and recreational activities through extensive sports and fitness infrastructure:

- Outdoor Facilities:
  - Well-maintained Basketball court, Hockey ground, Volleyball court, Kho-kho ground, Kabaddi ground, Standard track, Badminton court, and open gym.
- Indoor Facilities:
  - Gymnasium, Weightlifting/Powerlifting platform, Chess, Judo, Taekwondo, and Karate.

The institution ensures that all sports equipment and kits are regularly replenished, ensuring optimal support for participants.

## Achievements in Sports

The college teams actively participate in District, State, National, and International competitions, as well as Inter-College, Inter-University, and All-India Inter-University tournaments. These teams have brought laurels to the institution by winning numerous medals and trophies in various events.

## Yoga and Meditation

The institution also emphasizes mental and spiritual well-being by offering a Yoga and Meditation Centre on campus, fostering mindfulness and inner peace among students.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

42

##### 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

42

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

##### 4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

184.37110

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

The college library is fully automated using two Library Management System (ILMS) software solutions: SOUL and Koha. The implementation of SOUL, initiated in 2003 and currently operating on version 3.0, ensures a fully automated system. The integration of Koha further enhances the efficiency of library operations and facilitates seamless user engagement. These systems collectively align with the institution's commitment to quality education, fostering a rich teaching and learning environment.

Spanning an area of 3,600 square feet, the library accommodates up to 200 individuals at a time. To support access to extensive digital resources, the library subscribes to premier electronic databases such as INFLIBNET, N-List, and NDLI, allowing users to explore a vast collection of e-journals and e-books. Additionally, the Online Public Access Catalogue (OPAC) and web OPAC systems have been implemented to enhance the user experience.

The library houses an extensive collection of 73,168 volumes, complemented by 9 academic journals, 19 newspapers, and 39 magazines, all meticulously organized across two floors. To promote inclusivity and accessibility, a Braille Corner has been established, featuring three Classic Perkins Braille readers and two Kindle e-book readers for visually impaired users.

Oversight of library operations is managed by the Library Advisory Committee, which ensures adherence to best practices and alignment with institutional goals.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	Nil

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

**A. Any 4 or more of the above**



File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

#### 4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

##### 4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

209424

File Description	Documents
Any additional information	<a href="#">View File</a>
Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

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

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

113

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

##### 4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The institution is committed to continuously upgrading its IT infrastructure to support an effective teaching and learning process. Key advancements include:

- Improved Internet Connectivity: On 1st December 2020, the

institution upgraded its broadband connection from BSNL to Net Plus, significantly enhancing the internet speed from 100 Mbps to 400 Mbps to meet the growing demands of academic and administrative activities.

- **Wi-Fi Facilities:** To ensure seamless internet access, the college has installed 10 indoor routers and 1 outdoor router, providing robust Wi-Fi connectivity across the campus.

The institution collaborates with skilled IT technicians and website developers to maintain and upgrade its IT infrastructure regularly.

#### Computing Facilities

- The college boasts 147 computers in working condition, distributed across six computer labs, including:
  - BCA Labs I, II, and III
  - CBA Lab
  - MSc IT Labs I and II
- These labs are frequently updated with the latest equipment and software to cater to the needs of students and staff.
- **CCTV Surveillance** To ensure the safety and security of students and staff, the campus is equipped with a CCTV surveillance system comprising 32 cameras installed across various locations.
- **Additional IT Resources**

Various departments, the library, the examination office, and the administrative office are equipped with their own computers, printers, and scanners, ensuring efficient functioning and smooth operations.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.3.2 - Number of Computers

147

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	<a href="#">View File</a>

**4.3.3 - Bandwidth of internet connection in the Institution**

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

**4.4 - Maintenance of Campus Infrastructure****4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

64.84932

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

The institution has well-defined systems and procedures to ensure the effective enhancement, utilization, and maintenance of its physical, academic, and administrative infrastructure. The key aspects of these processes are as follows:

## Procurement and Maintenance

- **Standardized Procedures:** Various committees are responsible for recommending the purchase, repair, and maintenance of facilities.
- **Procurement Process:** Acquisitions are carried out through the GEM Portal, either via direct purchase or bidding, depending on the cost of the items. This system ensures transparency and cost-effectiveness in procuring infrastructure for laboratories, libraries, sports complexes, computers, classrooms, and other facilities.
- **Maintenance Responsibility:**
  - The construction, maintenance, and repair of physical infrastructure are overseen by government departments such as PWD Civil Works, PWD Sanitation, PWD Electricity, and the Government of Punjab.
  - Grants received are allocated to these departments to support infrastructure development and upkeep.
  - Routine maintenance and smaller repair works are directly funded and managed by the college.

## Utilization Procedures

- Requirements for new infrastructure or upgrades are submitted by various stakeholders, and feedback is collected to address specific needs.
- Utilization is aligned with the institution's academic expansion and operational requirements.

## Physical and Academic Facilities

- **Academic Block:** The college features a spacious academic block equipped with large classrooms and well-maintained laboratories, ensuring a conducive learning environment.
- **Library:** The library is automated with ILMS software (SOUL and Koha), offering comprehensive access to physical and digital resources.
- **Sports Complex:** A well-maintained sports complex includes
  - **Outdoor Facilities:**
  - **Indoor Facilities:**

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://gcgldh.org/process-and-procedures">https://gcgldh.org/process-and-procedures</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

#### 5.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

##### 5.1.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

4425

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

#### 5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

##### 5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

230

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Number of students benefitted by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

<b>5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills</b>	<b>A. All of the above</b>								
<table border="1"> <thead> <tr> <th data-bbox="86 439 539 506">File Description</th><th data-bbox="539 439 1436 506">Documents</th></tr> </thead> <tbody> <tr> <td data-bbox="86 506 539 613">Link to institutional website</td><td data-bbox="539 506 1436 613">Nil</td></tr> <tr> <td data-bbox="86 613 539 680">Any additional information</td><td data-bbox="539 613 1436 680">No File Uploaded</td></tr> <tr> <td data-bbox="86 680 539 824">Details of capability building and skills enhancement initiatives (Data Template)</td><td data-bbox="539 680 1436 824"><a href="#">View File</a></td></tr> </tbody> </table>	File Description	Documents	Link to institutional website	Nil	Any additional information	No File Uploaded	Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>	
File Description	Documents								
Link to institutional website	Nil								
Any additional information	No File Uploaded								
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>								
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>									
<b>1221</b>									
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>									
<b>1221</b>									
<table border="1"> <thead> <tr> <th data-bbox="86 1200 539 1267">File Description</th><th data-bbox="539 1200 1436 1267">Documents</th></tr> </thead> <tbody> <tr> <td data-bbox="86 1267 539 1335">Any additional information</td><td data-bbox="539 1267 1436 1335">No File Uploaded</td></tr> <tr> <td data-bbox="86 1335 539 1554">Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)</td><td data-bbox="539 1335 1436 1554"><a href="#">View File</a></td></tr> </tbody> </table>	File Description	Documents	Any additional information	No File Uploaded	Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>			
File Description	Documents								
Any additional information	No File Uploaded								
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>								
<b>5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees</b>	<b>A. All of the above</b>								

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

49

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded

### 5.2.2 - Number of students progressing to higher education during the year

#### 5.2.2.1 - Number of outgoing student progression to higher education

277

File Description	Documents
Upload supporting data for student/alumni	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

### 5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

#### 5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State

**government examinations) during the year****26**

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**5.3 - Student Participation and Activities****5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.****17**

File Description	Documents
e-copies of award letters and certificates	<b>No File Uploaded</b>
Any additional information	<b>No File Uploaded</b>
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>

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

**The institution fosters a culture of student representation and engagement in administrative, co-curricular, and extracurricular activities through established norms, placing students at the core of decision-making.**

**Student Council: Democratically elected annually, the council includes the Head Girl, Deputy Head Girl, departmental and society leaders, class representatives, editors, and heads of specialized cells like NSS, NCC, Rotaract, and Women's Safety. The council organizes diverse events, promoting leadership and holistic**



development.

**Internal Quality Assurance Cell (IQAC):** The Head Girl and Deputy Head Girl represent students in IQAC meetings, ensuring their perspectives shape institutional quality enhancements.

**Alumni Engagement (OSA):** Two student representatives on the Old Students' Association executive body strengthen alumni-student collaboration, facilitating mentorship and network-building.

**Clubs, Societies, and Committees:** Students lead various academic, cultural, and social outreach initiatives, enhancing community participation.

**Class Representative System:** Each class elects a Class Representative (CR) to bridge communication between students and faculty, addressing concerns and disseminating critical information.

This comprehensive structure empowers students as leaders and contributors, enriching their academic and personal growth while fostering a vibrant institutional ecosystem.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

**5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)**

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

23

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

## 5.4 - Alumni Engagement

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

The Old Students' Association (OSA), established in 1957 and registered under the Societies Registration Act of 1860, serves as a vital link between the institution and its global alumni network.

**Purpose and Legacy:** The OSA fosters alumni engagement through:

- **Institutional Growth:** Supporting academic, research, and campus development.
- **Infrastructure Renewal:** Aiding modernization and facility expansion.
- **Student Support:** Providing scholarships and financial aid via annual fundraising campaigns.

**Key Contributions:**

1. **Financial Assistance:**
  - Scholarships for financially needy students.
  - Fundraising for infrastructural upgrades and resources.
2. **Annual Celebrations:**
  - The Annual Old Students' Day honors distinguished alumni and celebrates shared heritage.
3. **Knowledge Sharing:**
  - Alumni and former faculty enhance student learning as resource persons in events and seminars.
4. **Networking:**
  - The OSA fosters connections across generations,

building lasting friendships and professional networks.

**Impact and Vision:** The OSA preserves the institution's legacy while driving growth and excellence. By fostering alumni collaboration, it ensures the institution and its students continue to thrive, exemplifying the enduring spirit of giving back.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

**5.4.2 - Alumni contribution during the year (INR in Lakhs)**

D. 1 Lakhs - 3Lakhs

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

Govt. College for Girls has been a beacon of excellence in women's education for nearly eight decades, steadfastly upholding its mission of "Learn to Serve." The institution is dedicated to nurturing responsible, well-rounded individuals capable of contributing meaningfully to society on a global scale.

**Commitment to Quality and Holistic Development:** The college fosters personal and intellectual growth through transparent teaching methods, including collaborative projects, fieldwork, and student presentations. Embracing digital transformation, it integrates ICT into its teaching, infrastructure, and decision-making, equipping students for the digital era.

**Leadership and Governance:** Guided by visionary faculty, the institution's governance thrives through active committees such as Research and Faculty Development, Discipline, Library, and Budget Committees. These ensure academic excellence, resource

optimization, and a harmonious learning environment.

**Policy-Driven Administration and Visionary Future:** Comprehensive policies promote transparency, inclusivity, and innovation, ensuring smooth operations and future readiness. The college continually evolves to meet global standards while remaining true to its mission of empowering generations of women to lead and excel.

Govt. College for Girls exemplifies purposeful governance, ensuring its legacy as a transformative institution fostering leadership and excellence.

File Description	Documents
Paste link for additional information	<a href="https://gcgldh.org/institutionaldistinctiveness">https://gcgldh.org/institutionaldistinctiveness</a>
Upload any additional information	No File Uploaded

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

The institution exemplifies effective leadership through a decentralized and participative management model that fosters inclusivity and collaboration among all stakeholders.

**Participative Decision-Making:** The Staff Council, led by the Principal, serves as the core decision-making body, ensuring representation from all sectors in shaping policies and plans.

**Decentralized Governance Framework:**

- 1. Functional Committees:** Senior staff members lead committees formed by the Principal, addressing academic, administrative, and extracurricular responsibilities. Faculty members rotate roles annually, fostering innovation and diverse perspectives.
- 2. IQAC Collaboration:** The Internal Quality Assurance Cell works with these committees, integrating feedback from faculty, staff, and students to refine institutional policies.
- 3. Student Engagement:** The Student Council bridges

administration and students, representing their concerns and coordinating activities to ensure their perspectives influence decision-making.

**Empowering Stakeholders:** Faculty contribute expertise through committee roles, while students gain leadership experience by organizing activities. This participatory approach nurtures skills, ownership, and a sense of shared responsibility.

**A Culture of Collaboration:** By prioritizing transparency and inclusivity, the college's decentralized management fosters trust, innovation, and operational efficiency. This collaborative approach supports the institution's mission of holistic development, ensuring sustainable growth and success for all.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution ensures its vision and mission are achieved through well-structured strategic plan encompassing short-term and long-term goals.

**Short-Term Plans:** Aligned with the academic calendar, short-term plans focus on the holistic development of students through academic, co-curricular, and extracurricular activities. Regular assessments, including class tests, mid-semester, semester exams, monitor progress. Transparent evaluations and a robust feedback system address areas for improvement.

**Long-Term Perspective Plan:** The five-year strategic plan aligns with NAAC accreditation cycles, emphasizing institutional excellence through:

- **Innovative Pedagogies:** Integration of hybrid learning via virtual lessons, smart boards, e-content, ICT tools, along with collaborations for short-term certificate courses.
- **Skill Development:** Specialized courses like M.Sc. Cosmetology, Computer-Based Accounting, Journalism enhance employability and promote entrepreneurship among girls.
- **Collaborations:** MOUs with organizations provide hands-on training, expert talks, and industry exposure.
- **Extracurricular Growth:** Planned activities and inter-college competitions foster leadership and creativity.

**Effective Governance:** The institution ensures transparent admissions, annual budgeting, infrastructure upgrades, and e-governance for operational efficiency. Policies address diverse institutional needs for continuous improvement.

**Review and Feedback:** The Principal, Staff Council and IQAC regularly review performance and integrate stakeholder feedback to refine strategies, ensuring adaptability to evolving demands.

Through structured planning, the institution fosters academic excellence, skill development, and holistic growth.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://gcgldh.org/process-and-procedures">https://gcgldh.org/process-and-procedures</a>
Upload any additional information	No File Uploaded

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

The institution has a robust management system with clearly defined policies, transparent mechanisms, and an efficient administrative framework to align with its mission and vision.

**Policy Framework:** The college adheres to guidelines from the Directorate of Higher Education, Chandigarh, and other governing authorities. The Principal, as head of the institution and IQAC chairperson, ensures policy implementation through functional

committees formed in consultation with the Senior Staff Council.

- **Collaborative Development:** Policies are shaped with inputs from the IQAC and staff.
- **Empowerment and Rotation:** Faculty duties are rotated annually to encourage innovation and fresh perspectives.

**Administrative Setup:** A structured hierarchy ensures operational efficiency, including the Principal, Staff Council, HODs, teaching/non-teaching staff, and students. Key units include:

- **Establishment Unit:** Faculty appointments and records.
- **Finance and Accounts:** Budgeting and audits.
- **Examination Unit:** Conduct of exams.
- **Scholarship Division:** Management of scholarships.

**Appointments:** The institution follows government guidelines for recruiting permanent, contractual, and guest faculty through respective authorities like PPSC and DPI.

**Organizational Structure:** The framework includes the Principal, Staff Council, functional committees, Bursars, Registrar (Examinations), IQAC, Library Committee, Student Council.

**Grievance Redressal:** A defined mechanism ensures timely resolution of issues, fostering inclusivity.

**Strong governance and collaborative policies ensure adaptability to meet evolving educational needs.**

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	<a href="https://gcgldh.org/downloads/NAAC/aqar/AQAR-2022-23/Criterion-6/ORGANOGRAM.pdf">https://gcgldh.org/downloads/NAAC/aqar/AQAR-2022-23/Criterion-6/ORGANOGRAM.pdf</a>
Upload any additional information	No File Uploaded

**6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and**

**A. All of the above**

**Support Examination**

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

**6.3 - Faculty Empowerment Strategies****6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff**

The institution prioritizes the well-being of its teaching and non-teaching staff by offering comprehensive welfare measures in line with government regulations, fostering a supportive work environment.

**Welfare Schemes:**

- **Government Benefits:** Employees receive GIS, GPF, Gratuity, Pension, Fixed Medical Allowance, City Compensatory Allowance, Mobile Allowance, and Travel Allowance for handicapped staff.
- **Leave Policies:** Includes medical, maternity, paternity, child care, casual, earned, and duty leave for official duties or Faculty Development Programs (FDPs).
- **Health Facilities:** A campus dispensary provides first aid, while medical expenses are reimbursed as per Punjab government rules. Regular health camps, vaccination drives, and fitness initiatives like yoga and meditation are organized.
- **Quality Improvement:** Workshops, seminars, and conferences for faculty development are encouraged with duty leave.
- **ICT Support:** Smart classrooms, laptops, desktops, and Wi-Fi are provided for teaching and administration.

**Additional Facilities:** Hostel accommodation, a diet clinic, gyms, meditation center, canteen, and a college van for travel ensure comfort. Wheelchairs, ramps, and accessible washrooms cater to



physically challenged staff.

Governance and Career Support: Allowances (DA, CCA, CPF/NPS), retirement benefits, and timely promotions support career growth. Transparent performance appraisals are managed through the online APAR system.

The institution is committed to fostering welfare, professional growth, and a positive work culture.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

#### 6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

NIL

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

### 6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

#### 6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

01

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

#### **6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**

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

**52**

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

**The college implements a robust and transparent performance appraisal system to promote accountability and continuous development among teaching and non-teaching staff.**

**Teaching Staff:**

- **Stakeholder Feedback:** Regular feedback is collected from students, parents, and other stakeholders. The IQAC-led Stakeholders' Feedback Evaluation Committee conducts the Student Satisfaction Survey (SSS) on areas like course quality, teaching methods, ICT facilities, and campus infrastructure.
  - **Process:** Questionnaires are sent randomly to 10% of students via email. Data is analyzed, and recommendations are integrated after IQAC approval. Faculty receive individual feedback for self-analysis and growth.
- **Annual Appraisal:** The Government of Punjab's Department of Higher Education evaluates teaching staff through the APAR system.
  - **Parameters:** Academic results, innovative teaching methods, participation in Faculty Development Programs, research activities, and co-curricular contributions.
  - **Transparency:** The APAR is reviewed by the Directorate of Higher Education (DHE) and the Education Secretary, ensuring fairness.

**Non-Teaching Staff:**

- **Performance Evaluation:** The Principal assesses non-teaching staff based on dedication, skills, punctuality, and efficiency.
- **Feedback:** Constructive feedback is provided to encourage improvement and optimize workflows.

**Key Highlights:** The data-driven, transparent appraisal system aligns with institutional goals, fostering accountability, excellence, and professional growth among staff. Recommendations are integrated into institutional planning for sustained improvement.

File Description	Documents
Paste link for additional information	<a href="https://gcgldh.org/downloads/NAAC/sssrr/2023-24.pdf">https://gcgldh.org/downloads/NAAC/sssrr/2023-24.pdf</a>
Upload any additional information	No File Uploaded

## 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The college upholds financial transparency and accountability through a robust internal and external audit mechanism.

### Internal Audits:

- Bursars Oversight: Two bursars (government and non-government funds) supervise and approve expenditures following government guidelines, with the Principal giving final approval.
- Verification Process: Bills, vouchers, and expenses are meticulously verified, with discrepancies promptly addressed.
- Stock Verification: Staff members conduct physical stock checks, maintaining departmental registers for consumables and grants like UGC and RUSA.
- Chartered Accountant Audits: A qualified chartered accountant regularly audits the accounts to ensure compliance with regulations.

### External Audits:

- AG Audit: The Punjab government's AG Audit team periodically reviews financial reports, including expenditures and receipts.
- Grant-Specific Audits: External audits of UGC, RUSA, and other grant funds are conducted by chartered accountants as per funding mandates.

Resolution of Audit Queries: Audit objections are addressed promptly by providing supporting documents and explanations within the prescribed timeframe.

This comprehensive audit process ensures strict financial discipline, transparency, and efficient resource utilization, instilling trust and confidence among stakeholders.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

RS. 2,34,26,404/-

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

#### 6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The college ensures the efficient mobilization and optimal utilization of funds through a transparent and participative approach.

**Fund Mobilization:** The institution secures funds from diverse sources, including RUSA, MP Local Area Development Scheme, MLA discretionary grants, Parent Teacher Association, and Old Students Association. Special committees are formed to manage these funds, ensuring transparency and inclusive decision-making. Proposals for fund allocation are thoroughly reviewed in consultation with the Principal, staff council, and IQAC, identifying critical areas for investment.

**Optimal Utilization of Resources:**

#### ■ Procurement Procedures:

- For purchases up to ₹25,000, items are procured directly from the GeM Portal.
- For amounts between ₹25,000 and ₹5 lakhs, an L1 process is followed to select the most suitable suppliers.
- Purchases exceeding ₹5 lakhs are conducted through a competitive bidding process via the GeM Portal.

#### ■ Infrastructure Development:

- Funds are used for upgrading infrastructure, purchasing laboratory equipment, maintaining facilities, and constructing new facilities.
- The college collaborates with the Public Works Department (PWD) for construction and renovation using a deposit work system.

By following this structured and accountable mechanism, the institution ensures judicious use of resources, contributing to its growth and development.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 6.5 - Internal Quality Assurance System

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

In alignment with our commitment to progressive development, our Institution has formulated a series of strategies to pave the way for a magnificent future. Recognizing that education should foster both personal growth and financial stability. We continue to encourage students to strive for the "Earning while Learning" ideal. We aim to inspire students to acquire skills that not only enrich their knowledge but also ensure their financial well-being and security. To make learning more wider, the campus is equipped with wi-fi routers and high speed internet in different departments. The college is upgraded with advanced teaching pedagogies, incorporating smart boards, modern equipment, e-books, and e-journals. A fully equipped indoor and outdoor gymnasium is readily available for preparing them for competitions at different levels. All the students are divided into distinct tutorial groups in order to observe them

closely and to handle their in and out of the box queries when the students hold discussions with their teachers. Furthermore, our Institution remains resolute in its vision of safeguarding the environment and embracing sustainable practices to protect mother nature. Our campus will persistently pursue measures that preserve and protect our invaluable natural resources, ensuring a sustainable and ecologically balanced future.

File Description	Documents
Paste link for additional information	<a href="https://gcgldh.org/NAAC/meetings/2023-24/">https://gcgldh.org/NAAC/meetings/2023-24/</a>
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The institution reviews its teaching learning process, structures and methodologies periodically at different levels. Departmental meetings with Principal and IQAC are regularly held to motivate the faculty to make need-based changes in the teaching pedagogy. Enrichment of curriculum with invited lectures, curricular activities, and workshops are periodically organised. At Departmental level, the Heads of Departments conduct meetings and keep track of the academic performance of students and term-wise completion of syllabus. Preparation of lesson plans and teaching methodology is a part of agenda of departmental meetings. At IQAC Level, IQAC has been actively taking initiatives to accommodate and upgrade teaching pedagogies in order to keep pace with changing world. Overcoming pandemic and its challenges, IQAC conducted FDPs on Mental Health and issues. IQAC also organised FDP to ensure optimum usage of library and its resources. Adjusting to changing world and its requirements, IQAC promoted Hybrid mode of teaching wherein faculty members are encouraged to attend based courses and creation of e-Content. A Special Stakeholder's Feedback Evaluation Committee was also setup to take feedback from various stakeholders like students, parents and alumni of Institution. These feedbacks are evaluated and analysed further so that it can be used in improvement of Institution.

File Description	Documents
Paste link for additional information	<a href="#">NIL</a>
Upload any additional information	No File Uploaded

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://gcgldh.org/NAAC/meetings/2023-24/">https://gcgldh.org/NAAC/meetings/2023-24/</a>
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

#### **7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year**

Gender sensitization entails gender sensitivity and encouragement of behaviour modification through raising awareness of gender equality concerns. Being a single gender (women's) institute, the college sensitizes, empowers and safeguards the rights of the female staff members and students of the college through a Gender Sensitization plan. This plan creates awareness through lectures, seminars, workshops, group discussions, awareness programs and debates on various women related issues to equip them with wide range of skill and knowledge for the betterment of self and society. Furthermore, in order to inculcate strength, confidence and leadership qualities, students are motivated to participate



and enrol in NCC and NSS wings of the college. The institute has constituted various committees viz. Women Safety and Legal Literacy Cell, Career counseling Committee, Scholarship Committee, Gender Champion and Red Ribbon Club, Red-Cross Committee, Sanitary Committee etc. for rendering safety, security and counseling to the students on the campus and within the hostel.

File Description	Documents
Annual gender sensitization action plan	<a href="https://gcgldh.org/downloads/NAAC/aqar/AOA-R-2023-24/Criteria-7/7.1.1-Action-plan-pdf.pdf">https://gcgldh.org/downloads/NAAC/aqar/AOA-R-2023-24/Criteria-7/7.1.1-Action-plan-pdf.pdf</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="https://gcgldh.org/downloads/NAAC/aqar/AOA-R-2023-24/Criteria-7/7.1.1-Weblink.pdf">https://gcgldh.org/downloads/NAAC/aqar/AOA-R-2023-24/Criteria-7/7.1.1-Weblink.pdf</a>

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment**

**B. Any 3 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management**

**Solid waste management:**

- **Waste Segregation:** For solid waste collection and segregation, blue and green colored dustbins have been installed at various locations in the campus. Dry, non-degradable waste is disposed off in blue bins whereas wet, degradable waste is disposed off in green ones.
- **Leaf-litter collection:** The dry leaf litter is collected from every nook and corner of the college campus and

disposed off efficiently at the dumping site. Later, the collected litter is used in vermicompost to prepare manure.

- **Scrap Recycling:** The old newspapers and other paper scrap are sold to vendors for recycling.
- **Incineration:** Incinerator is installed in the Girls Hostel and female staff washroom for hygienically destroying the sanitary napkins.
- **Reverse vending machine:** Waste plastic bottles and aluminum cans are recycled in the reverse vending machine that is installed outside the canteen.
- **Vermi-composting:** The College has installed two vermicompost units to prepare organic manure and bio-fertilizer to be used to increase the fertility of soil in potted plants and sold to teaching and non-teaching staff and students.

#### Liquid waste management:

- For proper disposal of liquid waste, proper drainage system
- Regular monitoring of pipelines to check leakage.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="chrome-extension://efaidnbmninnibpcapjpcglcl_efindmkaj/https://gcgldh.org/downloads/NAA/C/aqar/AQAR-2023-24/Criteria-7/7.1.2-GEOTA/GGED-PHOTOGRAPHS-PDF.pdf">chrome-extension://efaidnbmninnibpcapjpcglcl_efindmkaj/https://gcgldh.org/downloads/NAA/C/aqar/AQAR-2023-24/Criteria-7/7.1.2-GEOTA/GGED-PHOTOGRAPHS-PDF.pdf</a>
Any other relevant information	No File Uploaded

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**

**B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

<b>7.1.5 - Green campus initiatives include</b>	
<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b> <ol style="list-style-type: none"> <li>1.Restricted entry of automobiles</li> <li>2.Use of Bicycles/ Battery powered vehicles</li> <li>3.Pedestrian Friendly pathways</li> <li>4.Ban on use of Plastic</li> <li>5.landscaping with trees and plants</li> </ol>	<b>B. Any 3 of the above</b>
File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>
<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>	
<b>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following</b> <ol style="list-style-type: none"> <li>1.Green audit</li> <li>2. Energy audit</li> <li>3.Environment audit</li> <li>4.Clean and green campus recognitions/awards</li> <li>5. Beyond the campus environmental promotional activities</li> </ol>	<b>D. Any 1 of the above</b>
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<b>No File Uploaded</b>
Certification by the auditing agency	<b>No File Uploaded</b>
Certificates of the awards received	<b>No File Uploaded</b>
Any other relevant information	<a href="#">View File</a>
<b>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-</b>	<b>A. Any 4 or all of the above</b>

reading software, mechanized equipment  
**5. Provision for enquiry and information :**  
**Human assistance, reader, scribe, soft copies**  
**of reading material, screen reading**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	<a href="#">View File</a>

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The institution fosters an inclusive, rational, and supportive environment, empowering students to reach their full potential. Our administration and faculty strive to inspire students to embrace the principles of inclusive growth. To cater to the diverse linguistic needs of our students, our teachers utilize English, Punjabi, and Hindi to facilitate better understanding of the curriculum. With great enthusiasm, we celebrate national festivals, birth anniversaries, and memorials of renowned Indian personalities. Various sports and cultural activities are organized within the college, promoting unity and diversity. We commemorate significant days like National Unity Day, Women's Day, Yoga Day, and Constitution Day, alongside regional festivals such as Gurburab and Diwali. Our institution has established various committees, including the Grievance Redressal Cell and Anti-Ragging Committee, which address student concerns without bias or prejudice. To support differently-abled students, we have a dedicated Cell, and our teachers provide special audio notes and encourage peer support. Our code of conduct, applicable to both students and faculty, promotes a culture of respect, inclusivity, and diversity.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	<a href="#">View File</a>

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The college empowers students with knowledge of their constitutional obligations, encompassing rights, values, duties, and responsibilities as citizens. This is achieved through both curriculum integration and co-curricular activities. Our academic programs incorporate topics that foster awareness about crucial aspects of citizenship, ensuring students are well-informed and responsible individuals. A mandatory Environmental Studies course in the first year provides students with in-depth knowledge of environmental laws, acts, and global issues such as climate change, deforestation, and wildlife conservation. To promote women's empowerment, regular programs and workshops are conducted to educate students about their rights and entitlements. Furthermore, the college organizes awareness campaigns, rallies, seminars, and workshops on days of national significance, such as Republic Day and Independence Day. These events highlight the importance of the Indian Constitution and pay tribute to the nation's freedom fighters.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website. There is a committee to monitor adherence to the Code of Conduct. Institution organizes professional ethics programmes for students, teachers, administrators**

**A. All of the above**

**and other staff      4. Annual awareness programmes on Code of Conduct are organized**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals**

The college actively celebrates and organizes various national and international commemorative days, events, and festivals with great enthusiasm. These occasions aim to instill a sense of patriotism, unity, and cultural appreciation among students. They provide a platform for students to express their thoughts through activities such as PowerPoint presentations, videos, and speeches.

On significant days like Independence Day and Republic Day, the national flag is ceremoniously hoisted to evoke pride and solidarity among students and faculty. Additionally, various clubs, committees, and units like NSS and NCC actively participate in organizing celebrations of festivals and events such as Gurpurab, Lohri, Basant Panchmi, Gandhi Jayanti, Diwali, and others, fostering a vibrant and inclusive campus culture.(table 7.1.11)

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## **7.2 - Best Practices**

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

The institution has initiated five-year plans for the following two best practices.

Title of Practice 1: "GCG - Garnering Competence among Girls"

Objectives

- Provide certified training to develop skills, innovation, and entrepreneurship.
- Enhance employability through communication, problem-solving, and interview techniques.

Context This initiative bridges academic learning and professional readiness, fostering critical thinking and technical expertise to meet market demands.

The Practice Workshops focused on:

1. Employability: Resume writing, interview techniques, and communication.
2. Technical Skills: GST filing, financial planning, and web development.
3. Sustainability: Vermicomposting and eco-friendly practices.
4. Well-being: Sufism and art therapy workshops.
5. Entrepreneurship: "Earn while Learn" events like SMRATH.

Success Improved placement rates and student entrepreneurial ventures.

Title of Practice 2: "Green Choices to Sustain Tomorrow"

Objectives

- Promote environmental awareness, resource conservation, and campus sustainability.

The Practice

1. Waste Management: Vermicomposting and recycling.
2. Renewable Energy: Solar panels and LED lights.
3. Water Conservation: Rainwater harvesting and drip irrigation.
4. Biodiversity: Plantation drives and herbal gardens.

## 5. Outreach: Events like Van Mahotsava and eco-campaigns.

Success Reduced energy costs, biodiversity enhancement, and increased sustainability awareness.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

## 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Our institution, a Model College by MHRD adheres to its motto 'Learn to serve' as it recognizes that students need platforms to develop their physical, social and cultural skills along with their academic abilities. Thus, the college is focused on augmentation of skills and competency among girl students through following initiatives:

MoUs with various organizations such as:

- Iqbal nursing home and hospital (Certificate/Diploma course in Nanny Care).
- Global Child wellness centre (to facilitate internships for Psychology students).
- Femina Flaunt Academy, Lakme Academy, and Hiyaav and Aesthetic Centre, Ludhiana (to run skill development program in Cosmetology and healthcare).
- Jagdambay Exports, Ludhiana (To render internship/placement assistance)

Skill enhancement programs: Soft skill Programs, Language and communication skill Programs, Life skill Programs and ICT/computing skill Programs, SMRATH under Earn while Learn

NSDC courses:

In collaboration with VCO Eduskill Pvt Ltd Bal Vikas Trust: Basic computers, Kitchen helper, and Beauty therapist programs in order to comply with the emerging needs of National Education Policy.

Furthermore, the locational advantage, low-cost hostel facility,



Reservation policy and scholarship schemes of the institution caters to the need of all students belonging to various socio-economic strata

The grants are judiciously used for upgrading the infrastructure to match global standards.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	<a href="#">View File</a>

#### 7.3.2 - Plan of action for the next academic year

1. To prioritize NEP implementation by strengthening an environment for internship and entrepreneurship as well as through industry linkages for training and skill development.
2. To organize Industry Institution Interface and to sign MOU with CIA for the benefit of students.
3. To fine tune training for the competitive exams.
4. To carry out activities as per the adopted Best practices: Garnering Competency among Girls (GCG) and Green Choices to sustain Tomorrow.
5. To plan to introduce new PG courses after taking feedback from the students enrolled under NEP.
6. To strengthen the Grievance Redressal Committee (GRC) to review and resolve the complaints of students and faculty.
7. To revamp the college website for an efficient lineup of college activities.
8. To hone the maintenance of record of scholarship data.
9. To organize FDPs at regular intervals for the teaching and non teaching staff.