



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	POST GRADUATE GOVERNMENT COLLEGE FOR GIRLS SEC FORTY TWO CHANDIGARH
• Name of the Head of the institution	Prof. (Dr.) Nisha Aggarwal
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01722676005
• Mobile no	9888488569
• Registered e-mail	gcg42chd@yahoo.com
• Alternate e-mail	naac.pggcg42@gmail.com
• Address	SECTOR 42, CHANDIGARH, 160036
• City/Town	Chandigarh
• State/UT	Chandigarh
• Pin Code	160036
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Women
• Location	Urban

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	Panjab University, Chandigarh				
• Name of the IQAC Coordinator	Prof. Lakhvir Singh				
• Phone No.	01722676005				
• Alternate phone No.	9417184039				
• Mobile	9417184039				
• IQAC e-mail address	naac.pggcg42@gmail.com				
• Alternate Email address	gcg42chd@yahoo.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://www.gcg42.ac.in/medias/media/other/1330/aqar-2019-2020.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.gcg42.ac.in/medias/media/other/1148/revised-academic-calendar-2020-21.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	A	3.21	2015	15/11/2015	14/11/2020
6.Date of Establishment of IQAC			03/05/2005		
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	
0	0	0	0	0	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	3	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
<ul style="list-style-type: none"> To ensure Covid-19 appropriate behaviour in the campus, IQAC facilitated ? Covid 19 committee was formed. ? Thermal scanning at entrance gate ? Installation of sanitization machines at prominent places in the campus. ? Wearing of masks mandatory for all ? Social distancing in office, staff rooms, canteen, classrooms etc. ? Regular Covid -19 testing for staff and students ? Promotion of Cowin App registration and vaccination promotion. ? Awareness drives among students and community to be promoted ? Display of SOPs and instructions on electronic display board, notice boards. ? Covid Control Room (SDM South) was established in the college. 		
For conduct of online classes, the internet lease line was upgraded from 10 MBPS to 100 MBPS.		
Installation of lift (under RUSA Infrastructural Grant) in the IT Block has been completed making it friendly for differently-abled students/employees.		
To enhance sports facilities, a cycle track, Synthetic Lawn Tennis Court, Synthetic Badminton Court and Golf putting range have been constructed; and chain link fencing of Basketball court, Cricket pitch and Cricket net have been installed.		
Under the aegis of IQAC, for holistic development of all stakeholders, webinars/ online workshops and talks were organized by various departments.		
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
<p>Infrastructure: Inauguration of lift in the IT Block to be done. Inauguration of Mini Conference Room to be held. Proposal to purchase Compactors to meet the storage needs of office and library. Proposal to set up designated Common Room, Student Council room and Competitive Exam in the college campus. Construction of new hostel building to be completed on priority basis. Purchase and installation of Herbarium in Science Block. Sign boards to be installed on Auditorium, Gymnasium, Canteen and IT Block. Vertical blinds to be put up in IQAC Room and departmental room of English and Commerce. New notice boards to be purchased to display various college notices. Permission and approval to upgrade the existing networking infrastructure to support the increased bandwidth. Proposal to purchase cycles for newly constructed cycle track. Repair of hostel and office almira's to be initiated. Proposal for termite treatment in the hostel and auditorium to be sent to DHE for permission and approval. Writing-off of hostel furniture . equip Medical room with bed, stools, BP Monitoring Appliance, Weighing machine and other necessary equipments. To furnish visitors area in the hostel. To hand over Government Hostel, Sector 24 to Social welfare department. To initiate repair of commercial water filters and</p>	<p>Infrastructure: Installation of lift (under RUSA Infrastructural Grant) in the IT Block is completed making it friendly for differently-abled students/employees Furnishing and fitting of the Mini Conference Room (renovated under RUSA) is completed. The internet lease line upgraded to 100 MBPS from 10 MBPS. A cycle track is constructed to promote physical activity. Synthetic Lawn Tennis Court constructed in order to promote the game. Synthetic Badminton Court constructed in the campus. Installation of chain link fencing of Basketball court. Golf putting range (under RUSA Infrastructural Grant) completed. Cricket pitch and Cricket net (under RUSA Infrastructural Grant) completed for in house practice. Construction of new girls hostel building for meeting the increased demand of outstation students is in full swing. Washrooms for students (44 WC) in Arts block renovated.</p>

<p>mess chimneys in the hostel.</p> <p>Academic Programmes: Proposal to design and prepare online Joint Prospectus for UG and PG courses of city colleges for session 2021-2022. Preparing of IQAC News Letter. To conduct Capacity Building Programme/ Workshops/ Webinars on National Education Policy and other issues of social reforms To encourage faculty to conduct research and apply for research projects. To facilitate participation of the college in NIRF, India Today Ranking etc. Proposal for subscription of Vidwan - Expert Database and National Researcher Network Signing MoUs with Industries and Institues of repute. Proposal to buy new computers to facilitate the online teaching and other department related work. To conduct 7 days FDP on</p>	<p>Academic Programmes: Designed, prepared and released online Joint Prospectus for UG and PG courses of city colleges for session 2020-2021. Capacity Building Programme/ Webinars on Research Methodology and other pertinent issues covering a wide range of topics and subjects conducted for staff and students. To encourage faculty to conduct research and apply for research projects. Participated in NIRF Ranking. The college subscribed to GSuite for online classes/webinars. ICT facility upgraded by purchasing computers, printers and MS Office To provide training to the faculty to take online classes using Gsuite/Microsoft Teams</p>
<p>Eco-Friendly Campus: To discourage the use of plastic in the Campus To display No Tobacco/ Drugs sign boards in the campus To carry out Green Audit To reestablish Herbal Garden To offer flower/ plants pots instead of bouquets to Guests. To continuously carry out tree plantation drive inside and outside campus to increase college green cover. To encourage love for trees and plants amongst students and staff. Vermi-composting To buy pots for the beautification of college porch and administartive block. To contribute in Swachh Survekshan, 2021-2022 in</p>	<p>Eco-Friendly Campus: Tree plantation drives inside and outside campus carried out. Flower beds laid down in the college campus for beautification. Water audit of drinking water carried out.</p>

<p>association with Municipal Corporation, Chandigarh Administration. To participate in Swachhata action plan- 2021-2022 of GOI.</p>	
<p>Enabling Environment for Holistic Development: To organize webinars/ competitions for holistic development of the students. To celebrate days of National Importance with fervour. To organize wide range of activities to celebrate India 75 @ Azadi Ka Amrit Mahotsav. To organize Covid-19 Testing and Vaccination Camps for all stakeholders. To issue vaccination cards to identify vaccinated students in the campus and to encourage others to follow. To undertake Career Guidance & Counselling sessions on regular basis. To take placement initiatives for students career enhancement. To starts clubs like Tell Tale Tuesdays and Friday Fables to promote reading habits among students.</p>	<p>Enabling Environment for Holistic Development: Encouraged Community Outreach Programmes as per vision of Ministry of Education and Govt. of India. Undertook Women Empowerment Activities through awareness programmes and Counselling. Celebrated days of National Importance. Organized various talk/ lectures / seminars/webinars to improve communication skills and overall personality development of staff and students.</p>
<p>13. Whether the AQAR was placed before statutory body?</p>	<p>Yes</p>
<ul style="list-style-type: none"> Name of the statutory body 	
<p>Name</p>	<p>Date of meeting(s)</p>
<p>COLLEGE ADVISORY COMMITTEE</p>	<p>08/04/2022</p>
<p>14. Whether institutional data submitted to AISHE</p>	
<p>Year</p>	<p>Date of Submission</p>
<p>2019-2020</p>	<p>14/03/2020</p>

Extended Profile

1.Programme

1.1	30
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	3504
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	1339
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	1313
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	124
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	111
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4. Institution

4.1	26
Total number of Classrooms and Seminar halls	
4.2	12194112
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	197
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

The institute lays emphasis on an iterative and comprehensive approach towards curriculum delivery. Academic calendar is planned and shared at the beginning of the session. It strictly adheres to the University guidelines with regards to the semester wise syllabus and number of lectures per unit. Semester wise time- table and teaching planners are crafted and uploaded on the college website to facilitate ease of access for students. As an affiliated college, it follows the syllabus and curriculum of Panjab University, Chandigarh. Teachers who are members of Academic Council, Board of Studies and faculties participate in the framing of syllabus/curriculum at the affiliating University.

Institutional Academic Calendar is prepared every year and the same is uploaded on the College website. The classes are divided into sections, especially for Practical classes, as per PU norms to enable effective teaching. ICT tools, seminars, workshops, group discussions, assignments and class tests further augment effective teaching. E- modules are also uploaded which include video clips,

PPTs, YouTube links, question banks etc to assist students. Mid-semester test (MST) and Semester exams are conducted to assess the student's performance. e-Campus solutions is used to share attendance record as well as Mid- semester examination marks.

Institutional Academic Calender:

<https://www.gcg42.ac.in/medias/media/other/1473/institutional-calendar-2020-2021.pdf>

Syllabus:

<https://www.gcg42.ac.in/syllabus-stzone>

Time-table:

<https://www.gcg42.ac.in/time-table>

Weekly Planner

<https://www.gcg42.ac.in/teaching-plan>

Seminars and Workshops:

<https://www.gcg42.ac.in/medias/media/other/1527/webinar-report-2021-2022.pdf>

E-Learning Portal:

<https://www.gcg42.ac.in/e-learning-portal>

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

Our institution adheres to the academic calendar including the conduct of CIE and is committed to provide quality education in sync

with the academic calendar of the affiliating University.

Every academic year begins with an orientation programme for the benefit of the first-year students to walk them through college rules, time-table, examination schedule and assessment procedure etc. All examination related notices are displayed on college notice boards/website. College conducts class tests, tutorials, seminars, project works, practical examinations, etc. While 50% of the assessment is based on the mid-term internal examinations, the remaining 50% is based on attendance and extra-curricular activities. Criteria of 75% attendance of each student is a pre-condition to appear in the Semester examinations.

Answer sheets are shared with students after evaluation. Award lists are prepared and submitted to the Examination branch. All the records pertaining to attendance in internal examinations, question papers, evaluated answer sheets/copies, summary of the mark sheets are documented and also uploaded on e-Campus Solution Software, www.dhe.chd.gov.in. These can be viewed by the students and their parents/guardians through their registered and secured logins.

Provisions are also made for absentees, with genuine reasons, to re-appear in the special tests.

Institutional Academic Calender:

<https://www.gcg42.ac.in/medias/media/other/1473/institutional-calendar-2020-2021.pdf>

Student Notice Board:

<https://www.gcg42.ac.in/student-notices>

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.gcg42.ac.in/exams

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

A. All of the above

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

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

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

16

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

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)

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

0

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

1.3 - Curriculum Enrichment

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

The college has a holistic approach on contemporary issues. Institution focuses on inculcating a sense of ethics in personal and professional lives. Talks and seminars on Plagiarism and Copyright Act are regularly organised. Department of Sociology, Public Administration and Languages lay emphasis on learning to life through Group discussions, seminars/talks. Holistic education programme is designed imparting human values by Department of Physical Education, NCC and NSS units striving to inculcate moral, disciplinary, patriotic and ethical values.

Collaboration with NGO "Open Eyes Foundation" in their ventures related to Women Health, book donation, sanitary kits etc. Self-defense training is specially imparted to empower the girl students.

Environment Education is a mandatory subject at undergraduate level. Celebrations like Environment Day, Akshay Urja Diwas, Cracker free day, Van Mahotsava, Ozone Protection Day, Wildlife Week, Pollution Prevention day, Flowering Plants distribution drive etc. are celebrated every year. Srishti, the Environment Society of the college organizes tree-plantation drives.. Herbal Garden is maintained by the students and they are urged to maintain a plastic-

free campus. The college also participated in the Swachhata Abhiyan initiative of GOI.

NSS: <https://www.gcg42.ac.in/nss-pdf-documents>

NCC: <https://www.gcg42.ac.in/medias/media/other/1459/ncc-report-2020-2021.pdf>

Syllabus: <https://www.gcg42.ac.in/syallabus-stzone>

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

10

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

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

260

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

D. Any 1 of the above

File Description	Documents
URL for stakeholder feedback report	https://www.gcg42.ac.in/medias/media/other/1564/2-7-1-student-satisfaction-survey-2020-2021.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://www.gcg42.ac.in/medias/media/other/1564/2-7-1-student-satisfaction-survey-2020-2021.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

3576

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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 supernumerary seats)

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

597

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

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 teachers of our institution appreciate/ assess the distinctive abilities of various students and endeavour to facilitate learning by designing the teaching pedagogy inclined to make enriching learning experience for various students.

Advanced learners are acknowledged and applauded. They are prompted to access advanced study material, e-content, reference books and journals, youtube videos and quizzes, flipped classrooms to ignite their zeal and enhance their overall learning experience. The practice of connecting curriculum with real life issues is instilled in advanced learners so that they become valuable human resources to the nation.

The slow learners are identified based on their class performance and given special attention. Moreover, to facilitate better understanding by them, both English and vernacular languages are used while teaching. They are encouraged to share and clear their doubts in one-to-one interactive sessions. Apart from personal attention by subject teachers, examination oriented notes, classroom

recording of lectures for easy reference, repetition of concepts and topics and individual attention beyond the classroom during free periods are the few practices that help in improving pedagogy for the slow learners as well.

File Description	Documents
Paste link for additional information	https://www.gcg42.ac.in/it-facilities
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
3576	123

File Description	Documents
Any additional information	View File

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

We encourage the students to become actively involved in the learning process by employing dialectic and analytical methods of teaching. Learning by doing concept is promoted by providing opportunities to students for conducting field work, surveys on real life issues, practical training, video making in labs/ college events, making business plans, hands-on training etc. Students are accompanied to educational tours. However, during Covid 19 pandemic, many events and activities were conducted online.

In order to enhance the overall learning experience, intra-college competitions like poster making, slogan writing, collage making, essay writing, declamation, debate etc. are conducted from time to time. Inter-college entrepreneurial fest "Comenzar", IT Fest "Osmium", science fest "Gentech" and environment fest are organized every year to hone the technical, practical, organizational and leadership skills of the students.

The class is divided into groups and team assignments, role play, group discussions, subject quizzes, educational games, case studies, news reporting, presentations and flipped classrooms are deliberated

to boost the participative learning. The students are sensitized about social issues and are promoted to gauge various issues at the global level. Our teaching-learning techniques are inclined to connect academic learning to real life issues which raises students' awareness and sense of responsibility.

File Description	Documents
Upload any additional information	No File Uploaded
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

The college faculty members have been provided with ICT training by the Department of Higher Education, Chandigarh Administration. Various platforms like G-Suite, Microsoft Teams, Webex Meetings are used for online classes and sharing the e-Contents. Kahoot quizzes, Quizlet Live, Canva for Infographics and blogging on social media are also resorted to.

1. ICT tools available:

- Smart Classrooms
- Interactive Panels
- 14 Laptops
- 197 Desktops
- 100 Mbps Lease Line
- Projectors in laboraories and classrooms
- Digital Podiums
- Digital pen with recorder
- Collar mics
- Online maps
- CD/ DVD

- RFID
- Cameras
- ICT enabled Seminar and Conference Rooms

2.E-resources and techniques used:

- College Website, <https://www.gcg42.ac.in/>
- Facebook Page, <https://www.facebook.com/pggcg42>
- College Youtube Channel,
https://www.youtube.com/channel/UCqm7y2gQq_EQC9DS_2_U2CQ
- 10 YouTube Channels of the faculty members
- 01 Youtube Channel of the College Library to facilitate the organization of online lectures/ webinars/ workshops etc.
- G-Suite
- Powerpoint Presentations for various subjects uploaded under "e-Learning Portal" on the college website.
- MOOCs by two faculty members.
- Subscription to Vidwan
- INFLIBNET/ NDLI/ Delnet
- Library Blog
- JAWS and Daisy Reader-Software for Blind
- Web-OPAC to access library catalog online.
- Online Lectures/ webinars/ workshops organized at college level.
- Online Quizzes/ Competitions conducted at college level.
- Online fests like Entrepreneurship fest "Comenzar", IT Fest "Osmium".

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

93

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

124

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

70

File Description	Documents
Any additional information	View File
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)	View File

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

1761

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

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 college follows a strong and transparent mechanism for evaluating the internal assessment of the students. It is calculated for every theory and practical subject as per the PU syllabi guidelines. A College Examination Committee headed by the college registrar follows a robust and well-structured method to conduct the examinations and record the assessment. The internal assessment is based on the students' performance in mid-semester examination as well as the class performance. To perpetuate transparency, following steps are adopted:

- The Institutional Academic Calendar and Weekly Teaching Plans are displayed on College Website.
- The syllabus of each course is displayed on PU and college websites.
- The rules for calculating the assessment are given in Online Joint Prospectus.

- The weightage of internal assessment for each course/ subject is included in the syllabus.
- The datesheet for mid-semester examinations is displayed on the college website and notice boards.
- The answer sheets of the mid-semester examination are evaluated by the teachers and the same are shown to the students.
- The award lists are submitted in the examination branch and entered in the online Student management software, which can be viewed by the students and their parents.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.gcg42.ac.in/exams

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

The college has a well-defined, highly efficient and transparent system of grievance redressal of internal examination. The student can approach the teachers, College Registrar and Principal to redress the examination related grievance. A hierarchical redressal mechanism is followed to ensure that the students' grievances are properly addressed and timely action is taken. In this multi-level architecture, students can submit their grievances at the following levels:

- a. Redressal of grievances at Department Level.
- b. Redressal of grievances at College Level.
- c. Redressal of grievances at University Level.

The details about the redressal process and other related information is discussed in the additional file attached. With these systems in place, PGGCG-42, Chandigarh very well exhibits transparency in the mechanism of dealing with grievances related to the internal assessment.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.gcg42.ac.in/grievances

2.6 - Student Performance and Learning Outcomes

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

The college offers following UG/ PG Programmes in Commerce, Humanities, Science and Computer Applications (available on the college website):

- Doctorate Programme in Zoology with PU approved Research Centre,
- Master's Degree Programmes in 06 subjects,
- PG Diploma Programmes in 06 subjects,
- Bachelor's Degree Programmes in 13 subjects
- Honours Programmes in 14 subjects (Commerce/ Humanities/ Science).
- Career/Job Oriented Add-on Courses for a dual degree on graduating in 11 subjects
- Subject Combinations:
 - 184 in Humanities,
 - 11 in Science

In orientation sessions, the programme and course outcomes in terms of avenues for higher studies and job prospects are discussed in detail. At the time of admission, the subject teachers counsel the students by discussing the future opportunities and prospects of the various courses. Various stakeholders namely teachers, students and parents can access course outcomes through college website. Periodically, the programme and course outcomes are also discussed by the concerned teachers in the regular classes and tutorials as

well. The placement cell often organizes workshops, extension lectures, special training sessions, brainstorming sessions, successful entrepreneurs and subject expert talks to expand students' vision towards their course relevant information.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.gcg42.ac.in/program-and-course-outcome
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The programme or course outcomes of students are evaluated through several tools such as assignments, classroom tests, quizzes, viva voce, presentations, conducting practical and subjective examinations, internships, field work, major/ minor student projects etc. to assess the capabilities of the students in attaining knowledge of the course content. For instance, Internal assessment is calculated based on their performance in mid semester exams and assignments and presentations from the syllabus which shows their progression in terms of comprehension of the subject and their own understanding.

Mid semester exams serve as the most effective tool to evaluate the performance of the students. The marks are uploaded on e-Campus (Department of Higher Education) for the information of students and parents. Final evaluation of a student's academic performance is done through Panjab University theory and practical semester examinations. Every year, the teachers are communicated about the results of the students taught by them alongwith university pass percentage for comparison.

Finally, the overall outcome of the course/ programme is evident from the successful progression of students in terms of higher education or placement. The Ambassadors Alumni Association, of the college gathers information about higher studies/ employment of the passed out students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://www.gcg42alumni.in/

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

1295

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://www.gcg42.ac.in/medias/media/other/1542/annual-report-2020.pdf

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://www.gcg42.ac.in/medias/media/other/1564/2-7-1-student-satisfaction-survey-2020-2021.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)

1375000

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

3.1.2.1 - Number of teachers recognized as research guides

12

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

3

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	View File
Paste link to funding agency website	http://www.serb.gov.in/home.php , https://icsr.org/research-projectsmajor-and-minor

3.2 - Innovation Ecosystem

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

The various initiatives taken to create an ecosystem for innovations, creation and transfer of knowledge include-

1. MoU with Auburn University, Montgomery in furtherance of education benefits and also to carry out joint Research activities, exchange of information and joint participation in internationally funded projects
2. MoUs with 'Xeam Ventures' and 'Eco Laboratories & Consultants Pvt. Ltd.' to provide possible training and placement.
3. Approved Research Centre in Zoology by Panjab University, Chandigarh
4. Webinars/Workshops/FDPs organized for students and staff.
5. Students of some courses undergo industrial training/Internship/research project.
6. Regular activities like Friday Fables and Tele Tuesdays and a publication 'Scoop' and magazine 'Shikhar' helps them to expand their skills and knowledge.
7. 12 societies, NCC, NSS units actively conduct various activities to regularly hone the skills and to serve the society.
8. 39 well-equipped and ICT enabled laboratories, a state-of-the-art research lab for life sciences and a 100 Mbps lease line.
9. Well Equipped library with the facility of e-Books & Journals through DELNET, NDLI & INFLIBNET, and subscription to URKUND and VIDWAN.
10. Faculty members undertake Research Projects, write research papers and books. and get duty leaves for attending FDPs/Webinars and Conferences.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.gcg42.ac.in/medias/media/other/1537/3-2-1-institution-has-created-an-ecosystem-for-innovations-and-has-initiatives-for-creation-and-transfer-of-knowledge.pdf

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

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

14

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

7

File Description	Documents
URL to the research page on HEI website	https://www.gcg42.ac.in/research-scholars
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

11

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

16

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

The College organized various extension activities under various departments, societies as well as NSS wing. These activities try to improve and enhance qualities such as fraternity, sportsman spirit, mental and physical strength and infuses responsibility and love towards development of society. Various departments and societies in the college conducted webinars and workshops by various organizations as well as eminent dignitaries to educate the students on burning issues of today. With COVID 19 wrecking havoc in people's lives, the NSS wing of the college conducted various activities in order to sensitize students to further spread awareness in community, a stepping stone towards holistic development. Ration, masks, garments and stationary items were distributed to homeless and needy people. Cleanliness drive under Swachh Bharatto keep our city as beautiful to its name was carried out. A pledge was taken by one and all to follow COVID 19 protocols. Sanitization drive as well as street play/ nukkad natak were conducted in the neighbourhood and the adopted village Kajheri respectively to create awareness about following hygiene practices and staying safe. As a part of social service the volunteers helped physically challenged citizens for vaccination against Covid 19. Skill development workshops with the aim to enhance entrepreneurial skills and make oneself self sustainable towards Atmanirbhar Bharat were carried out for volunteers towards their holistic development. The diversity of workshops ranged from enhancing IT skills, software skills and English speaking skills to accentuating organic farming skills, gardening and landscaping as well as augmenting culinary and embroidery art. The students thus not only become compassionate

towards community, but also act as responsible citizens towards its upliftment.

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

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

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

133

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - 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

3.4.3.1 - 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

75

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

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

10052

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

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

260

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

4

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

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.

PGGCG-42 is a premier institute of higher learning. It is spread over a lush green campus of 18 acres. The college has constantly aspired to provide quality education and ensure all-round development of the students. The infrastructure of the college is well planned and user-friendly Detail of the infrastructure is as follows:

- 54 spacious classrooms, 39 laboratories, and 04 seminar halls. Out of 54 classrooms, 22 are smart classrooms.
- The college has fully established a four storey Wi-Fi IT Block. 278 computers and 61 Laptops (40 for students) are available in the different departments.
- The library has 42,000 Subject and Reference books, 71 Magazines, 14 Subject Journals, and 17 Newspapers in Hindi, English, and Punjabi. The library is fully automated and RFID-equipped.
- The hostel facility for 265 students. A new hostel building is under construction for students.
- The college's Wi-Fi has been upgraded to 100 mbps.
- Lift in the IT block has been installed under RUSA and ramps already exists in the college
- The college has a Mini Mart, Beauty Salon, Laundry Services and food joint where food is prepared hygienically with variety in

menu.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.gcg42.ac.in/facilities#

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

To ensure holistic development of the students PGGCG-42 provides adequate facilities for cultural activities, outdoor and indoor games.

Facilities for Cultural Activities

- The college has well-established Departments of Music(Vocal), Music (Instrumental) and Dance. All kinds of instruments like Harmonium, Tabla, Tanpura, Sitar, Israj, Taal Tarang are available for the students.
- The Department of Home Science provides facilities for different activities like Rangoli, Phulkari, Knitting, Embroidery, Flower arrangement, and Cookery.
- The Department of Fine Arts has a well-equipped lab with a computer and projector. All kinds of facilities are provided to students for craftwork, landscape painting, Modern Art, Clay modeling, etc.
- A spacious fully equipped and air-conditioned Auditorium and Multi-Purpose Halls are available for the students to organize and participate in co-curricular and cultural activities.
- Open Air Theater has been used effectively by the students for cultural activities like music, theater in particular street plays, talks, poetry, etc.

Facilities for Sports

- College offers State-of-Art-Gymnasium and sports facilities to the sportswomen in games and sports such as Athletics, Basketball, Cricket, Cross Country Race, Football, Fencing, Gymnastics, Handball, Hockey, Judo, Kho-Kho, Kabaddi, kayaking, Net-Ball, Rowing, Soft Ball, Table Tennis, Volleyball, Wushu, Weight Lifting, Powerlifting, Yachting and Yoga
- Indoor yoga center for student and faculty

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.gcg42.ac.in/medias/media/other/1524/4-1-2.pdf

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

26

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.gcg42.ac.in/time-table
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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)

3934958

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

- Name of ILMS software

LSMART 2007

WEB OPAC 2015

LIBSYS 7 2017

KSMART RFID 2019

- Nature of automation (fully or partially): Fully
- Version: 7
- Year of Automation

LSMART 2007

WEB OPAC 2015

LIBSYS 7 2017

KSMART RFID 2019

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://librarypggcg42.blogspot.com/?=0

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	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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)

568803

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

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

18788

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

ICT allows effective learning for students and teachers. Faculty members have been using Digital Pen, Pad and Google meet. During the COVID pandemic, classes were held hassle-free in online mode using Wi-Fi of the institute having a speed of 100 MBPS. The college has 278 computers of which 197 are in different labs for students. Departments of the college are equipped with computers and printers. College buildings and hostel premises are both Wi-Fi enabled. Reliance JIO is available at the College campus for students. Maintenance and repair of IT-enabled devices are done at regular intervals. Nebero Internet software management and E-waste management system is in place. The college has 54 classrooms of which 22 are smart classrooms. The college website provides information about college prospectus, hostel rules, admission process and a link to an e-learning portal. RUSA room of college is equipped with AIO computers, color printer, microwave, and T.V. College Examination branch has a printer, photocopier, desktop and shredder. The college library has JAWS and DAISY software for visually impaired students, BLOG, RFID-enabled, equipped with 4 printers and a photocopier. College has LCDs, Kiosk, Digital Notice boards, digital podium, biometric servers, CCTV cameras, and interactive panels.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.gcg42.ac.in/e-learning-portal

4.3.2 - Number of Computers

197

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution **A. ? 50MBPS**

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

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)

8259154

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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.

College ensures optimal allocation of financial resources for maintenance. Dedicated personnel including caretaker, technicians, lab staff, restorers in library and assistants are available for upkeep of college premises.

1. Rooms: Laboratory, all departments, staffroom, classrooms,

canteen, gym and

auditorium are well maintained by dedicated staff. Proper record and stock

checking is done.

2. Library: Regular AMCs taken for hardware and software. Databases are regularly

renewed. Library adds books and journals on recommendation of teachers. Suggestion

box is installed.

3. Sports: Purchases and proper maintenance of sports ground and equipment is done.

4. Computers: Maintenance and repair hardware and software is done. E-waste management system is in place.

5. Toilets: Toilets/washrooms on every floor have been renovated and proper cleanliness, hygiene and sanitation is maintained.

6. AC: Air conditioners of the college are properly maintained.

7. Sanitization: Automated sanitizers have been installed in various places in college.

8. Outsourcing of cleanliness is done.

9. Regular AMCs and water audit, cleaning and servicing of water tanks and water coolers, water purifiers is done, ACs and fire extinguishers is done through the engineering department. Parking area and ramp is maintained. Proper garbage disposal, pest control, landscaping and pruning of lawns is done.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.gcg42.ac.in/facilities#

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

388

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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 benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

103

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

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

A. All of the above

File Description	Documents
Link to Institutional website	https://www.gcg42.ac.in/media-gallery
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

9934

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

9934

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)	View File

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

66

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

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

857

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

83

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

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.

119

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

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 ensures democratic functioning by having an active representation of students in every committee that affects them. The office bearers are incumbent on the following committees:

The staff and student representatives work in consonance to conduct fair and peaceful elections to constitute a Student Council. The committee motivates the students to exercise their valuable votes as young learners have power to make significant impact in shaping elections and to contribute towards a stronger democracy. The office bearers of the Student Council are incumbent on the advisory committee of the college. This ensures that all decisions are taken in the interest of the students and for the betterment of the college. Through IQAC, the faculty and students collectively aim to inculcate the institutional best practices and elevate the academic and administrative modus operandi.

Student council is a crucial part of Women Cell which empowers the students to enhance their understanding of communal issues. The committee is a platform to share grievances, seek legal remedies, and for intellectual and societal upliftment of female students. The Anti-sexual harassment committee engages the Office Bearers to create a learning environment free from mental agony and sexual harassment. The students actively promote a social, physical, and psychological environment that propagates a No-Tolerance policy for sexual harassment of women.

A Head Girl is elected in hostel to oversee the junior students and make their stay comfortable. The faculty and warden administer the activities of the students through the help of hostel wing in-charges. The college magazine 'Shikhar' and newsletter 'Scoop' provide the students with a platform to exhibit their talent and capabilities. The students facilitate in compilation and publication of resources. The Council members strive to maintain a clean, hygienic and beautiful campus through joint efforts of the college students. The office bearers under the supervision of anti ragging committee, work to design strategies and action plan for curbing the menace of ragging in the college.

The placement cell members and students representatives act as a liaison between the corporate world and the student community. Their task is to manage all the recruitment, training and development activities in the college. With the support of our experienced faculty, members of the council strive to reach amicable solutions to the problems faced by the students within the campus. Our students assist the faculty to maintain records of our illustrious alumni and organize the Annual Alumni Meet of the College.

File Description	Documents
Paste link for additional information	https://www.gcg42.ac.in/student-council
Upload any additional information	View File

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

72

File Description	Documents
Report of the event	View File
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)	View File

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 Ambassador's Alumni Association" was registered in October 2015 with approximately 4500 alumni under the patronage of Principal Prof. Binu Dogra and Dr. Rewa Rishi (coordinator). Formerly, there was no concrete format followed for connecting to the alumni. However, individual departments invited its' ex-students to share their experiences with current students.

Currently, on Convocation Day, Annual Registration Drive is held where the students are given opportunity to join the Alumni Association. The students are requested to fill a feedback-form where they can describe their perceptions about the college functioning. Additionally, the college organizes an Annual Alumni Meet, in which alumni are invited through public notice in newspapers and illustrious alumni across all professions are

felicitated. This year, the college organized an Alumni meet on 30 November 2021, which was attended by about 400 alumni. Typically, the alumni contribute towards the Association's Fund during the meet. The collected fund balance stands at Rs. 66,035 as on 31 December 2021. Another Alumni Fund is created from the college student fee, in which the income for the period June, 2020 to December 2021 is Rs. 2,62,325. Furthermore, there is a Facebook Page "Ambassadors Alumni Association" which is an open platform for the alumni.

File Description	Documents
Paste link for additional information	https://www.gcg42.ac.in/alumni
Upload any additional information	View File

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

D. 1 Lakhs - 3Lakhs

File Description	Documents
Upload any additional information	View File

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

The College diligently follows its motto 'Higher Still' by persistently progressing to achieve excellence in all its fields. Vision of our institution is to empower young girls through education enabling them to be agents of progress in order to better lives and society. The mission of the college is to impart holistic education to young women from all strata of society to facilitate them to develop as intellectually mature, morally upright, socially responsible and spiritually inspired women leaders. The governance of the college is headed by the Principal and is assisted by the Dean, Vice-Principal, the advisory committee and the faculty of the college. All decisions regarding governance are carried out with the participation of the faculty in various committees such as purchase, hostel committee, Library Committee etc. Academic calendars and extra-curricular activities such as webinars, conferences, inter college/intra college competitions and Fests etc are organised in consultation with the members of academic staff. Office-staff is

involved in executing organisational support to faculties and students. All these activities provide a platform for the students to hone their talents, build their confidence and to enhance their skills, thereby empowering them with opportunities and leadership qualities. Thus the vision and mission of the college is manifested in the decisions taken by the Principal in consultation with all stakeholders, thereby fulfilling its credo.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

The governance structure of the institution facilitates participative management in all the activities. Principal is the over-all head of the institution, and is assisted by Dean, Vice-Principal, College Advisory Committee and the Staff of the college. The heads of the departments take decision regarding academic innovations and other related activities in consultation with the members of staff. Faculty members participate in all academic planning viz-a-viz, planning of Academic Planner, Institutional Planner, Datesheet for MSTs, etc.. Office staff is involved in executing support services for faculties and students. Principal along with the faculty members decides about the calendar of events, curricular, co-curricular and extra-curricular activities. HODs are accountable for the smooth functioning and completion of the syllabus, internal assessments, and student seminars. A decentralized functioning mechanism empowers the departments to function with greater flexibility and at the same time share the responsibilities. Departmental heads also delegate work to their colleagues to ensure smooth completion of work. For the smooth functioning of the Institution several committees have been formed and the committee members are authorised to take suitable actions. The college encourages participative management practices by constituting various committees like, Admission committee, Discipline committee, IQAC committee, Anti-Ragging cell, etc.

File Description	Documents
Paste link for additional information	https://www.gcg42.ac.in/medias/media/other/1473/institutional-calendar-2020-2021.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional perspective plan aligns with the vision and mission of the institution which are the constant driving factors for improving academic quality policies and strategies. The college motto "Higher Still" is the guiding principle behind our Endeavour to strive, excel and achieve distinction. Since this session was in the online mode because of COVID-19 pandemic, one such broad area in which the institutional perspective and strategic plan has been successfully implemented was in Teaching and Learning. These are:

- Teachers used I.C.T. for effective teaching with Learning Management Systems (LMS), e-Learning resources using Google Meet, Zoom and other platforms etc. to provide quality education to the students (<https://www.gcg42.ac.in/it-facilities>).
- Continuous internal evaluation was done following different methods such as MCQs, tests, assignments, presentations and projects.
- Platforms like Google classroom were used to receive test sheets & assignments, sharing of notes & e-Books etc.
- Teachers prepared and delivered their lectures through audios, videos and PPTs.
- During the latter part of academic session (August-2021 onwards), classes were being conducted in hybrid mode.
- Final and second year students who were vaccinated were called for offline classes in the phased manner.
- Faculty conducted both online & offline classes in a meticulous way.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.gcg42.ac.in/it-facilities
Upload any additional information	View File

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.

Organizational Structure of the college consists of the Principal, its teaching & non-teaching staff and students. Appointments for various Teaching posts are done in accordance with the provisions (1990-Rules) approved by MHRD (now MoE, GoI) and other non-teaching positions as per Punjab Civil Services Rules.

1. Regular Staff meetings were held for the effective planning and implementation of programmes like teaching, learning, academic administration, curricular and extra-curricular activities.
2. The College also has Internal Quality Assurance Cell (IQAC) which works towards realization of the goals of quality enhancement and sustenance. (<https://www.gcg42.ac.in/iqac>).
3. Students' Council meetings are held regularly to address the student related issues and organizing extra-curricular activities through various Cultural societies. (<https://www.gcg42.ac.in/student-council>).
4. The Library organization includes 2-Librarians, Library Clerks and Library Attendants. (<https://www.gcg42.ac.in/library>).
5. Various College Committees are constituted for the planning, preparation and execution of academic, administrative and extra-curricular purposes. Each committee consists of its Convenor and Members.
6. To impart holistic training, the college undertook various extension activities through 8-Units of NSS, 1-Unit of NCC (Army Wing), 12-Societies and various departmental activities. (<https://www.gcg42.ac.in/nccnss>, <https://www.gcg42.ac.in/nss-pdf-documents>).
7. The College has Career Counselling and Placement Cell, Anti-Ragging Committee, Entrepreneurship Development Cell, Anti-Stress Helpline, and Anti-sexual Harassment committee works in tandem. (<https://www.gcg42.ac.in/grievances>).

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://www.gcg42.ac.in/medias/media/other/1546/organogram.pdf
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user inter faces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Our institution considers teaching as well as non-teaching faculty an asset of the organisation and puts in efforts to provide all kinds of possible facilities so as to administer healthy and affordable quality atmosphere as mentioned below:

- **Day-Care Facility:** To facilitate the faculty in keeping their children safe, well-fed and taken care of.
- **Canteen & Mess Facility:** To cater fresh and subsidised food.
- **Printing, Photocopy and Tuckshop Facility:** To equip stationery at reasonable prices.
- **ATM Facility:** Rendering banking facility at their doorsteps.
- **College-Van and E-bikes:** For transporting staff and students for workshops and competitions.
- **Health/ Wellness Centre/ Fitness & Yoga/ Gym Facility:** To promote healthy habits.

- Dedicated departmental Staff rooms, Internet facility, DLNET, INFLIBNET, G-Suite, Capacity Building Trainings: To provide amicable atmosphere for research and knowledge up-gradation.
- Vaccination Camps and Regular RT-PCR Tests: To safeguard employees during Covid19-pandemic.
- Other benefits like Maternity leave, Paternity leave, Ex-India leave, Child-Care leave, Half-Pay leave, Earned leave, Medical leave, Study leave, Casual leave, Leave Travel Concession (LTC) and GPF withdrawal scheme are provided to make working conditions favourable. Many employees have availed them and have been the beneficiaries. Due to COVID-19 protocols, some of these welfare facilities were not operational.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

0

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)	View File

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

9

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	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

77

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

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

(a) For all Regular Teaching Staff: An online portal of eHRMS- Manav Sampada (<https://ehrms.nic.in/>) of Govt. of India (GoI) for assessing their Academic Annual Performance Appraisal. The filled ACRs of the concerned teaching staff have been evaluated by Principal of the College and further by the Director Higher Education & Education Secretary, Chandigarh Administration,

Chandigarh.

(b) For Contractual Teaching Staff: The APAR of all the Full-time Contractual teaching staff have been taken on a Prescribed Proforma, which seeks all the information related to their Personal Data, brief description of their duties performed in that year, Class and Student's Performance in the Annual Exams conducted by the Panjab University, Chandigarh, Tutorial & Proctorial Duties, E-Learning & Smart Tech. Audio-Visual Aid adopted during online or offline teaching process, Special Talks, Workshops, Seminars, FDPs attended, etc.

(c) For Non-Teaching & Office Staff: They are also assessed on their work performance and contribution at par with other working Staff of the college, where they have to fill a Self-Appraisal Form (for Group-C officials of Chandigarh Admin.,). This assessment form consists of data mentioning their Personal details, Assigned Duties Performance Report, Evaluation Report by Superintendent and Comments of the Reviewing Officer (i.e., Principal).

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

Institution conducts internal and external financial audits regularly. The audit for Government funds/grants is conducted every three years and if there is any objection raised, the concerned department is responsible for resolving it and furnishing reply along with appropriate documents. In case of lapse, department/ official concerned provides the required clarification and similarly in case of overdraft, there is a provision of recovering appropriate amount from the salary of the concerned official.

For other funds, audit is conducted every ten years. If the amount exceeds 25,000/- there is a stipulation to take quotations. Every transaction is supported by original bills.

- Last External Audit was carried out for the period 2014-17.

- No Financial Audit was carried during the session 2020-21
- The College Bursar carries out the internal audit for various expenses done in the college.
- Physical Stock Verification of all the Departments has been done in the session 2020-21.
- Funds received by NSS, NCC and other societies of the college are audited by a Chartered Accountant.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

This college being a Govt. institution is not allowed to garner funds from any other private sources except getting various grants from the Central Govt. through Chandigarh Administration as well as those collected in the form of Fees from the Students during Semester Admissions as per the Panjab University Rules. These funds falls under the basic PLA Fund of the College and includes approx. 66 funds under different Heads such as Amalgamated fund, College development fund (CDF), Alumni fund, Personality development fund (PDF), Book replacement fund (BRF), Student-Aid fund (SAF), Red-Cross fund, Environment fund, various departmental funds, Add-on

Courses funds, Vocational Courses fund, Hostel fund, Health fund, College Sports fund, Student placement fund, NCC fund, Dilapidation fund, etc.

These funds collected under different Heads/ Accounts are further mobilised for its optimum utilisation in the welfare of College Students (in excursion trips, various cultural and co-curricular activities, extension activities, refreshment for students and purchase for various department equipment, etc.), College Staff Members (teaching and non-teaching) and for the overall development of our College. In the session 2020-21, all the activities have been completed after taking due precautions keeping in mind the prevailing COVID-19 pandemic.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

Prime responsibility of IQAC is to initiate, plan and supervise various activities evitable to enhance quality education imparted in the college. Continuous efforts in formulation of strategies and policies, meeting Covid-19 challenges and completion of projects initiated earlier are undertaken to improve the system for academic excellence.

1. Improvisation of the System for Academic Excellence keeping COVID-19 Pandemic in Mind:
 - Thermal screening, installing sanitizing machines, wearing masks, social distancing, vaccination camp and awareness drives were promoted and a committee was formed to keep a check on the successful implementation of these strategies.
 - Internet Speed & networking were upgraded and G-Suite was subscribed to address the issue of online classes.
 - E-learning committee was designated to ensure smooth functioning of E-resources.
 - University Semester Examinations were successfully conducted online.
2. Upgradation of the Infrastructure to Enhance the facilities

for Qualitative Education:

- Lift in the IT-Block
- Mini Conference Room
- Girls Hostel Building
- Cycle track
- Volleyball Court
- Lawn Tennis Court
- Golf Putting Range
- Re-establishment of "Herbal Garden"

We can boast of the "Best Herbal Garden-2020" and "Best Environment Society" awards received by the Institution, which depicts the various qualitative measures adopted so far.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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 primary concern of IQAC is to adopt practices, which will provide quality education to the students through an effective teaching-learning process. Two examples of these implemented reforms are:

1. Effective Use of ICT in Teaching and Learning:

- IQAC suggests innovative pedagogical methodologies like Power-Point presentations, Projects, Workshops, Videos etc. in addition to the completion of curriculum through Google classroom, online assignments, tests and tutorials, etc. (<https://www.gcg42.ac.in/it-facilities>).
- Learning material for various Classes/ courses is available on the college website for easy access to the students. (<https://www.gcg42.ac.in/e-learning-portal>).
- Various Online webinars/workshops were organized by various departments. More details are available at PGGCG-42 dedicated webinar webpages:

[i.https://www.youtube.com/channel/UCCvmAKNgSjuJr-49D39DoKw/videos](https://www.youtube.com/channel/UCCvmAKNgSjuJr-49D39DoKw/videos).

ii. <https://www.gcg42.ac.in/webinars-seminars-conferences-fdps>.

To facilitate online teaching, the Broadband speed of the College was increased to 100Mbps for effective teaching & learning.

2. Smooth Conduct of Online Semester Examination at College Level:

- The Examination Branch of the College has handled all the semester ending online examination process very smoothly during COVID-19 pandemic.
- Generation of separate e-mail IDs for various departments for submission of online answer sheets in PDF format.
- The downloading of question papers & answer sheets, it's coding and de-coding as well as evaluation work was done at the college level by all faculty members.

File Description	Documents
Paste link for additional information	https://www.gcg42.ac.in/webinars-seminars-conferences-fdps
Upload any additional information	View File

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)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.gcg42.ac.in/medias/media/other/1542/annual-report-2020.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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 equality is one of the key challenges faced by our society today. Institution conducts regular gender equity promotion programmes in order to meet this challenge. Guest speakers from prominent fields are regularly invited to speak on various topics, highlighting the importance and contribution of women in the society. The gender equity promotion initiatives undertaken by the Institution are given below:

A. Gender Equity and Women Empowerment Society- Gender Equity and Women Empowerment Society in the college has been conducting self defence classes, lecture on Gender Sensitization, lecture on Nutrition, poster making competition, talk on financial independence, financial security and financial freedom and lecture on personality development and winning attitude.

- 1. Self Defence Classes:** It is rightly said "Health is an outfit that makes everyone glow". Projecting this motto, NSS Wing of the college organised self defence classes for girl students from 9:00 to 10:00 a.m daily from 4th Dec., 2021 to 10th Dec., 2021 under the guidance of Ms. Pinki, Head Constable, Sector-17 Police station, Chandigarh. These classes were helpful in guiding students on how to be alert in the face of any attack and how to maintain good health and stamina.
- 2. Lecture on Health and Nutrition:** "An investment in health is the one with zero risk and total profit". An interactive session was held by Dr. Kalyani Singh from the Department of Home Science of our college on this topic. She explained

students the benefits of a balanced diet and also held an on-the-spot quiz. It was a motivational lecture on healthy lifestyle and exercise regime.

3. **Personality Development:** An interesting lecture by Dr. Ranjana from the Department of Environmental Science was held in order to emphasise on self love and the need to always keep growing. She propagated "Be the change that you want to see in the world".
4. **Reproductive Health and Sexual Wellness:** This important talk was organized for the students by Dr. Veena Gupta, Medical Officer and Member of Family Planning Association of India, Mohali Branch. She elucidated the importance of hygiene in women in order to maintain reproductive health.
5. **Gender Sensitization Lecture:** Mrs. Prabhjot Kaur Atwal, gender specialist in the Social Welfare Department, Chandigarh Administration also gave a lecture on "Gender Sensitisation". Her talk was on enhancement of gender roles and 'NashaMukt Bharat' for theyouth.
6. **One Billion Rising:** College joined hands with SaanjhJagori, and organized One Billion Rising -the global movement to end violence against women. Dr. Jyoti Seth, from SaanjhJagori, introduced the theme of ONE BILLION RISING. She motivated the students to RISE in honour and celebration of all women across the globe and "Grow Rising Gardens."
7. **Rise For Women and Mother Earth:** To carry forward this movement, about 100 saplings of different trees were distributed to the students and women staff, for plantation.
8. **Women Day Celebrations:** International Women's Day was celebrated with vigour and enthusiasm in sync with the 2021 theme "Choose to Challenge ."

a) On the first day a "Meditation Session for Physical and Mental Well-Being of women" was conducted by the Brahma Kumaris Sister Sapna and Sister Sumiti. They propagated the significance of inner peace. It was attended by more than 150 students and many staff members. An "Interactive Session on Realising Self-Worth" was conducted by Prof. Jyoti Seth in which 60 people participated, including the teaching faculty and the Administrative staff of the college.

b) On the second day, a Self-Defence Training session was held for girl students by authorised Trainers Mr. Pawan Kumar and Ms. BalwinderKaur from Chandigarh Police for about 4 hours. It was attended by approximately 200 students of the college.

<https://www.gcg42.ac.in/medias/media/big/791/pg-gcg-42-celebrates->

[international-women-s-day-2020.png](#)

File Description	Documents
Annual gender sensitization action plan	https://www.gcg42.ac.in/medias/media/other/1533/7-1-1-a-measures-initiated-by-the-institution-for-the-promotion-of-gender-equity-during-the-year.pdf
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	https://www.gcg42.ac.in/medias/media/other/1532/7-1-1-measures-initiated-by-the-institution-for-the-promotion-of-gender-equity-during-the-year.pdf

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	A. 4 or All of the above
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File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

1. Solid Waste Management

An efficient solid waste management system has been set up in the college by adopting several environment friendly projects. The waste generated in the college is segregated on a daily basis as wet and dry waste, in green and blue coloured dustbins respectively, installed at different places. By using these dustbins our college promotes the concept of "segregation of waste at the source". We practice different composting strategies such as Pit composting, In-vessel composting and Vermi-composting.

2. Liquid Waste Management

The college practices waste water management through ground water recharging and recycled water usage. These eco-friendly practices help in efficient management of waste water. This is done by recharging Ground water and recycling water usage.

3. E-waste Management

E-waste or electronic waste comprises discarded electronics devices and gadgets. DIT (Department of Information Technology) is associated with the disposal of obsolete IT and electronic equipment. In our college, e-waste is managed as per the guidelines issued by the Department of Information Technology, Chandigarh Administration. A committee has also been constituted in the college to manage e-waste generated in the campus. The members of committee are:

Dr Shweta Bali (Convener)

Dr Preeti Sharda

Dr Anu Chawla

Mr Kapil

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

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	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

- 1. Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

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

A. Any 4 or all of the above

including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

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

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).

In a world full of conflicts, insecurities, violence, inharmonious conduct, the major aim of education should be to help students to develop themselves as global citizens. The world is turning out to be a global village and it is very necessary to establish these basic values of living that allow everybody to live freely.

College co-curricular activities play a major role in the holistic development of the students so that they can be successful citizen .Therefore, Education is also being imparted through activities, celebration of National and International days and events to inculcate higher human and social values.

To promote this, PGGCG 42 has been conducting different activities every week under the aegis of Ministry of Education to celebrate Azadi Ka Amrit Mahotsav India @75

These include essay writing competitions, National webinar series, Poster making competitions, cycle rally, rangoli making, Tricolour cookery competition, Paper presentations and National level Film competition etc. Various department teams and societies enthusiastically participated in these activities including the NSS,

Literary Society, Home Science Department , Heritage Society, Women cell and Dance department of the college. Activities held is shared as a relevant information link.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

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

Teachers serve as role models to students in an educational set up and play a major role in inculcating ethical behaviours. Values cannot be taught like abstract subjects in isolation. They can be inculcated only through situations, deliberately planned while teaching the subjects. For example, National movement can be taught in such a way that it leads to inculcating the values of patriotism and universal love. Similarly, Indian Civics can help to include values of respect to constitution, integrity and unity.

Our college organised various programs from time to time for the promotion of constitutional values, rights, duties and inculcating the responsibilities of citizens in our students. PGGCG-42 designed various activities such as National webinar on Subhash Chandra Bose, celebration of Kargil Martyr's day, celebration of Earth day, world health day, International Yoga day, world blood donor day, webinar on women empowerment, webinar on child education etc. to inculcate a feeling of responsibility in its students. Different events were performed which aimed at highlighting the constitutional spirit of liberty, equality, justice and fraternity. Several plays were staged and webinars organised with themes based on freedom fighters in order to familiarise stakeholders about the struggle and sacrifices in the bygone era.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.gcg42.ac.in/medias/media/other/1479/nss-report-2020-21.pdf https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fwww.gcg42.ac.in%2Fmedias%2Fmedia%2Fother%2F1478%2Fnss-report-2021-22.docx&wdOrigin=BROWSELINK http://www.gcg42.ac.in/medias/media/other/1459/ncc-report-2020-2021.pdf https://www.gcg42.ac.in/medias/media/other/1459/ncc-report-2020-2021.pdf
Any other relevant information	Nil

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 and other staff 4.	A. All of the above
Annual awareness programmes on Code of Conduct are organized	

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

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals
The National and International commemorative days and festivals organised and celebrated in college provide cultural and educational opportunities, foster a feeling of community pride, help conserve

natural, social and cultural environment, and contribute to sustainable development. Such days are a great platform to showcase leadership and organisational skills in students. PGGCG 42, has always been actively organising events to mark and celebrate commemorative days as well as national days and festivals with a lot of vigour. Republic Day and Independence Day Celebration, Teacher's Day, NSS Day, Vigilance Awareness Week, Voters Day, Urja Diwas Celebration, Gandhi Jayanti, Rashtriya Ekta Diwas Celebration, Martyr's Day, Azadi ka Amrit Mahotsav were a few commemorative days that were celebrated by the various departments of the college in collaboration with NSS and NCC. Such events have always found priority with the college authorities. Most of these activities are group-oriented due to which students get to know about people from different cultural backgrounds and interests. These healthy interactions not only enhance interpersonal and communication skills of students but also prepare them for the real world. Involvement in these commemorative days along with classroom learning teaches students how to manage time effectively, prioritise work, follow a schedule, and respect deadlines. Students who volunteer and organise these fests and events display their self-starter attitude, which is highly appreciated by recruiters, especially while hiring for managerial positions. Besides that, students also develop four essential skills from organising these fests which are planning, teamwork, leadership, and multi-tasking. They also learn how to balance personal and professional life which helps in differentiating between doers and dreamers.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

1) **Title: Storytelling Clubs: Friday Fables & Tell-Tale Tuesdays**

Aim of the Practice

The primary goal of the college library is to provide as much help

as possible to faculty members doing research and support the education of both undergraduates and graduate students. Library also aims to inculcate reading habits among its users. For these reasons, Storytelling Clubs: Friday Fables & Tell Tale Tuesday were initiated by the library under its extension services. Primarily, the clubs were created, so that a closed group of avid readers can get together on a regular basis to share the pleasure of hearing and telling stories.

Context:

Storytelling is an art of telling fiction and showcases a world that exists in the head of a writer. It is the act and art of telling stories that attracts the audience, be it the students, teachers, or any other person irrespective of the age group they belong to. Storytelling has its own importance and essence in the world of academics and literature. The club's ultimate aim is to inculcate reading habits among the students of the college. These kinds of storytelling clubs help us emotionally feel how other human beings feel emotions like pain, joy, heartache, love, etc. The main purpose of the club was to provide insight to the students about universal life experiences through stories and explore the imaginative world created by the authors and the writers.

The Practice and Its Implementation

PGGCG42 Library Chandigarh under the initiatives taken by Dr. Preeti Sharda. Librarian started its first storytelling club namely "Friday Fables" in February 2020 with a small group of students and faculty members Mr Mohit Verma and Dr Nidhi Rana. Every alternate Friday, a story of some prominent author in Hindi was to be read to the audience which was followed by a discussion. In this way the forum started motivating participants to read more and more stories. During lockdown the college started live streaming of the story narration every Friday at 6 pm through Facebook page (<https://www.facebook.com/pggcgff/>). These stories were later saved on the Facebook page for students and people to view, listen and share. The motto of going live was to bring joy of reading and listening to stories by great writers, during the desperate testing times of COVID Lockdown.

Looking at the success of the Friday Fables, another initiative by librarian Dr. Preeti Sharda was to start Tell-Tale Tuesdays, a forum created to celebrate stories in English in collaboration with Dr Nidhi Rana. The forum started on 13 October 2020 on the Facebook Page (<https://www.facebook.com/pggcgttt>) and is continuing till date. On every second and fourth Tuesday at 6 pm, a story is

narrated by one of us. Stories create magic and a sense of wonder at the world. These kinds of events promote feelings of well-being and relaxation and also encourage use of imagination and creativity amongst students as well as faculty members.

Evidence of Success

The success of the storytelling clubs and this initiative is evident through following facts:

- Fifty stories have been read on Friday Fables and twenty-four stories have been narrated on Tell-Tale Tuesdays so far.
- Stories have been narrated by prominent people of the society which include authors like Tithi Dani, Veeru Sonekar, Soni Pandey, Monika Kumar, etc.; Educationist like Prof DeepikaKansal, Dr Gurmel Singh, Dr Manisha Gupta etc.; IAS officer like Madhvi Kataria, Film Artists like Madhurjeet Sarghi, Rekha Babbal, etc.
- People from all fields and all around the world are viewers of the two Facebook pages. Thousandsofstoryloversfollowthepageand listentothestories.Theconstantreachand activation of the pages also make it clear that the initiative has reached a large number of people.
- Requests from many narrators are received by the organizers regularly who wish to read the story on the forum. The active participation of the faculty in story telling is also noticeable.
- Storytelling clubs ensure an increased interest of students in stories and reading. Reading habits of students have tremendously improved and many of the participants have even started writing stories of their own.

Problems Encountered and the Resources Required

The key challenge of this initiative was to bring these clubs to the notice of students and staff members. Any storytelling club needs a lot of practice and planning. This includes the practice by our storytellers of the respective stories and a tedious screening procedure, working long hours with cameras etc. A major constraint is that students do not come forward regarding their requests or choices of stories. This hinders the way of knowing the mutual interests of the students. Also, as the videos are posted online or through social media only, sometimes it takes a lot of time for the videos to reach a large number of people online.

Any Other Relevant Information

The practice of storytelling can be initiated in other Institutes also as it has escalated the interest of the students in the genre of storytelling. People of every age group have lately started seeing it as a source of knowledge as well as entertainment. It has helped in reviving the interest of students as well as the general public in art and literature. These interactions of the storyteller and the listener widens one's horizons and helps in gaining more expertise and knowledge about our history, culture, literature.

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2.) Title: Spreading awareness by the NSS wing of our college to prevent the spread of COVID disease are as follows:

Aim of the Practice

To spread awareness amongst the society to prevent the COVID disease and its prevention. As the world was gripped by an unusual wave of pandemic it was the moral duty of all the agencies to contribute to the society for helping the mankind. And our college also participated with full vigour to do its bit.

Context

Our college being an integral part of the society actively participated in helping all the strata of society during this pandemic. With organizing vaccination camps to distributing free rashans and taking care of not only humans but animals too.

The Practice and Implementation

Data of 800 volunteers was collected in a pool along with their email ids, as per the instructions, to Dr. Mehak at the designated

email id in June 2020 so that if their services are required at any point of time they can contribute. All the PO's and Volunteers enthusiastically consented to give their services. NSS programme officers and volunteers participated actively to create awareness regarding COVID 19 and fulfilled their social responsibilities. Around 600 volunteers have already registered on IGOT (A Government's platform for various online courses on Dikha App.) in June 2020. Volunteers were also encouraged to download the ArogyaSetu App and around 700 volunteers and more downloaded it along with the PO's. Webinar was organized by Rajiv Gandhi University of Health Sciences, Karnataka on multiple aspects of COVID 19 was attended by the NSS programme officers. The main highlights were how to maintain hand hygiene, respiratory hygiene and social distancing, which types of masks can be used, how to use mask and how to dispose them off. Dr. Gurmel Singh joined as incharge of sector response team (SRT) Sector 37, Chandigarh from first day when asked to volunteer the service of PO's by state NSS cell, Chandigarh to redress the grievances of residents of Chandigarh. Residents consulted the members in connection with any issue in their respective areas. One of our faculty members Dr. Ranjna Sharma attended the Master trainers COVID 19 program organized by State NSS cell on April 15th, 2020 at Government Multi-Speciality Hospital, Sector 16, Chandigarh in which 20 NSS programme officers from different colleges and schools who volunteered their services have been trained as Master Trainers. Our volunteers, acknowledging the issue and caring for the precautions are regularly acting in the best health interests of our society by helping and creating awareness among people to stay at home and in isolation as it is the best way to beat the pandemic. Other than this, under the able guidance of College Principal Prof. Nisha Aggarwal, all the eight programme officers collected Rs. 500 each and gathered an amount of Rs. 8000/- Ration was distributed to homeless and needy people out of this money. NSS Programme officers and volunteers also provided rations or cooked meals to the needy people around them throughout the lockdown period. Ms. Kalyani Singh (Faculty of Home Science) sensitized students on ways to boost their immunity through nutrition to battle COVID-19 and making students aware of which food is good for consumption and which food should be avoided. Since during the lockdown, stray dogs and cows went unnoticed by many people our volunteers were even feeding them and helping them. A vaccination camp for COVID was organized in our camp for 7 days with around 1700 people getting jabbed.

Evidences of Success

Our two faculty members Dr. Nidhi Rana, Nodal Officer and Dr. Nemi

Chand who were overall control room incharge, received letter of State Level Commendation Award from the Governor on The Independence Day for their tireless work done during this pandemic.

Problems Encountered and Resources Required

The key challenge during this process of making people aware was to make containment zones especially in slum areas. Sometimes data sent to Health Department for correction was not received back in time. Many a times it was also seen that people gave false address of Chandigarh but were originally residing in Panchkula or Mohali so tracing of address was problematic at times.

Contact Details of the Coordinator

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File Description	Documents
Best practices in the Institutional website	https://www.gcg42.ac.in/medias/media/other/1534/7-2-1-two-best-practices-successfully-implemented-by-the-institution.pdf
Any other relevant information	Nil

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

Green Heritage - Paradise of Institution

Motto- 'Think Globally, Act Locally'

Vision- To Pursue knowledge and practices that can lead to more environmentally friendly and ecologically sustainable decisions, Which can help to achieve more green practices, cleaner and greener policy decisions for the institution.

Priority and Thrust - The Institution is continuously working on the motto 'Think Globally, Act Locally' by considering the health of the entire planet and by taking action in its own community and city. One unique initiative of the Institution is its respect for the natural environment and maintenance of an eco-friendly approach in the campus by maintaining good green practices. Nine Lush green gardens of different importance in the Institution fulfilled the green cover target and provide a place of leisure for the staff and students. Most of the gardens are joint initiatives with Chandigarh Administration and inaugurated by prominent personalities of that time. A list of planted trees in the Institution with their number and scientific name is maintained on the college website also .

Botanical garden

Year of establishment : 2007 , Located near main college entrance. Main attractions are Green House, Kitchen garden and Composting units running in it. Boundaries of the garden are covered with Amaltas, Eucalyptus and Ashoka trees.

Solace garden

Year of establishment : 2008, located between college canteen and staff room

It is featured as the most peaceful area despite noisy and crowded spots around. Beautiful Bottle palms and Pagodas trees are planted on both sides of this garden

Eco Park

Year of establishment : 2009, located between the college parking area and girls hostel.

It is the centre of attraction due to beautiful landscaping, seasonal flower beds, Swings , Gazebos and a water fountain feature with beautiful colored light reflection through it.

Herbal Garden

Year of establishment : 2014 and re-established in 2021 at new

location in college botanical garden

Received 'The Best Herbal Garden Award' among the Institutes of Chandigarh city category by the Medicinal/Herbal Board ,Chandigarh Administration on 12th march 2021. It was inaugurated by honorable Mr. Debendra Dalai, IFS and Chief Conservator, Wildlife Dept, Chandigarh Administration.

Fountain pop-up garden-

Year of establishment : 2014 , located near IT Block building

It boasts of an Eye Catching water feature with a pop up fountain surrounded by beautiful landscaping. It is famous among students as a Selfie Spot.

Science Park

Year of establishment : 2014, located opposite to POP UP Fountain Park.

Huge working Science Models are constructed for study purpose

Auditorium Lounge Park-

Year of establishment : 2014, located in front of the College Auditorium 'Sabras"

It was established in the year 2014. It is a green walk through for reaching the auditorium 'Sabras'. Main attraction is Chinar trees.

Fruit Garden-

Year of establishment : 2018, located at the back of the college hostel Mess.

Many varieties of fruit trees have been planted It will be the source of nutrition for hostellers as well as for day scholars in coming years

Kitchen Garden

Year of establishment : 2018, located in the college botanical garden.

Annual, Perennial and biennial vegetables are planted. Vegetable

produce is used for practical purpose .

Sacred Grooves and Heritage Trees

Year of establishment : Since 1970 located in sports ground and near the college main gate .

Triveni' in campus is more than 50 years old, much before the Institution was established according to the sources. It serve as natural Air Purifiers.

Sacred Trees like, Palash (Lord Shiva), Sandalwood (Lord Krishna) , Rudraksha (Lord Brahma, Vishnu, Shiva) , Peepal (Lord Vishnu), Banyan (Lord Budha) , Beri Mango (worshipped for prosperity and happiness) has been planted . Our Institution has the first 'Chandan vatika, among the Institutions of Chandigarh

Butterfly Gardens- Butterfly gardening is more than just an aesthetic choice to bring colour to your campus .. Butterfly garden is the area for butterflies to feed and thrive. Our Campus is full of nectar plants to drink and host plants to lay eggs for butterflies. Seasonal flower beds and planters are well maintained to make them feel at home on the campus.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

Plan of Action

The college IQAC has worked out an action plan for up gradation of existing learning resource for imparting quality teaching and enhancement.

Infrastructure:

- Inauguration of lift in the IT Block to be done.
- Inauguration of Mini Conference Room to be held.
- Proposal to purchase Compactors to meet the storage needs of office and library.
- Proposal to set up designated Common Room, Student Council room and Competitive Exam in the college campus.

- Construction of new hostel building to be completed on priority basis.
- Purchase and installation of Herbarium in Science Block.
- Sign boards to be installed on Auditorium, Gymnasium, Canteen and IT Block.
- Vertical blinds to be put up in IQAC Room and departmental room of English and Commerce.
- New notice boards to be purchased to display various college notices.
- Permission and approval to upgrade the existing networking infrastructure to support the increased bandwidth.
- Proposal to purchase cycles for newly constructed cycle track.
- Repair of hostel and office almirahs to be initiated.
- Proposal for termite treatment in the hostel and auditorium to be sent to DHE for permission and approval.
- Writing-off of hostel furniture .
- equip Medical room with bed, stools, BP Monitoring Appliance, Weighing machine and other necessary equipments.
- To furnish visitors area in the hostel.
- To hand over Government Hostel, Sector 24 to Social welfare department.
- To initiate repair of commercial water filters and mess chimneys in the hostel.

Academic Programmes:

- Proposal to design and prepare online Joint Prospectus for UG and PG courses of city colleges for session 2021-2022.
- Preparing of IQAC News Letter.
- To conduct Capacity Building Programme/ Workshops/ Webinars on National Education Policy and other issues of social reforms
- To encourage faculty to conduct research and apply for research projects.
- To facilitate participation of the college in NIRF, India Today Ranking etc.
- Proposal for subscription of Vidwan - Expert Database and National Researcher Network
- Signing MoUs with Industries and Institutes of repute.
- Proposal to buy new computers to facilitate the online teaching and other department related work.
- To conduct 7 days FDP on "Search, Research and Publication Ethics" for the faculty members
- To encourage students to enroll for various courses and internships on SWAYAM/ INTERNSHALA.
- To strengthen and upgrade e-learning Portal on college website to facilitate better learning for students.

- Purchase of books for library.
- Renewal of subscriptions of Library Softwares.

Eco-Friendly Campus:

- To discourage the use of plastic in the Campus
- To display No Tobacco/ Drugs sign boards in the campus
- To carry out Green Audit
- To reestablish Herbal Garden
- To offer flower/ plants pots instead of bouquets to Guests.
- To continuously carry out tree plantation drive inside and outside campus to increase college green cover.
- To encourage love for trees and plants amongst students and staff.
- Vermi-composting
- To buy pots for the beautification of college porch and administrative block.
- To contribute in Swachh Survekshan, 2021-2022 in association with Municipal Corporation, Chandigarh Administration.
- To participate in Swachhata action plan- 2021-2022 of GOI.

Enabling Environment for Holistic Development:

- To organize webinars/ competitions for holistic development of the students.
- To celebrate days of National Importance with fervour.
- To organize wide range of activities to celebrate India 75 @ Azadi Ka Amrit Mahotsav.
- To organize Covid-19 Testing and Vaccination Camps for all stakeholders.
- To issue vaccination cards to identify vaccinated students in the campus and to encourage others to follow.
- To undertake Career Guidance & Counselling sessions on regular basis.
- To take placement initiatives for students career enhancement.
- To start clubs like Tell Tale Tuesdays and Friday Fables to promote reading habits among students.