

Post Graduate Govt. College for Girls
Sector-42, Chandigarh

Internal Quality Assurance Cell (IQAC)
and Submission of Annual Quality Assurance
Report (AQAR)

2016-2017



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

1. Details of the Institution

1.1 Name of the Institution

Post Graduate Govt. College for Girls

1.2 Address Line 1

Sector-42

Address Line 2

Chandigarh

City/Town

Chandigarh

State

UT

Pin Code

160036

Institution e-mail address

gcg42chd@yahoo.com

Contact Nos.

9872887656

Name of the Head of the Institution:

Prof. Binu Dogra

Tel. No. with STD Code:

0172-2676005

Mobile:

9872887656

Name of the IQAC Co-ordinator:

Dr. Dalip Kumar

Mobile:

9888697902

IQAC e-mail address:

naacgcg42@yahoo.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

NA

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

EC/32/016 DATED: 03/05/2004

1.5 Website address:

www.gcg42.ac.in (College Website)

www.gcg42alumni.in (College Alumni Website)

Web-link of the AQAR:

<http://www.gcg42.ac.in/iqac/>

1.6 Accreditation Details

S. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B+	-	2004	5 Years
2	2 nd Cycle	-	-	-	-
3	3 rd Cycle	A	3.21	2015	5 Years
4	4 th Cycle	-	-	-	-

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

2005-06

1.8 AQAR for the year (*for example 2010*)

2016-17

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and accreditation by NAAC

- AQAR 2004-2005 Submitted to NAAC
- AQAR 2014 Submitted to NAAC 26/09/2014
- AQAR 2009-2014 Submitted to NAAC 01/10/2014
- AQAR 2014-2015 Submitted to NAAC 10/08/2015
- AQAR 2015-2016 Submitted to NAAC 28/09/2016

1.10 Institutional Status

University State ☒ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☒

Autonomous college of UGC Yes ☐ No ☒

Regulatory Agency approved Institution Yes ☐ No ☒

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education ☐ Men ☐ Women ☒

Urban ☒ Rural ☐ Tribal ☐

Financial Status Grant-in-aid ☐ UGC 2(f) ☒ UGC 12B ☒

Grant-in-aid + Self Financing ☐ Totally Self-financing ☐

1.11 Type of Faculty/Programme

Arts ☒ Science ☒ Commerce ☒ Law ☐ PEI (Phys Edu) ☒

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

Others (Specify)

1.12 Name of the Affiliating University (*for the Colleges*)

Panjab University, Chandigarh

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc –

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

☒

UGC-Innovative PG programmes

Any Other (**NIRF,**
RUSA)

☒

UGC-COP Programmes

☒

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="11"/>								
2.2 No. of Administrative/Technical staff	<input type="text" value="03"/>								
2.3 No. of students	<input type="text" value="01"/>								
2.4 No. of Management representatives	<input type="text" value="01"/>								
2.5 No. of Alumni	<input type="text" value="01"/>								
2. 6 No. of any other stakeholder and community representatives	<input type="text" value="01"/>								
2.7 No. of Employers/ Industrialists	<input type="text" value="01"/>								
2.8 No. of other External Experts	<input type="text" value="01"/>								
2.9 Total No. of members	<input type="text" value="21"/>								
2.10 No. of IQAC meetings held	<input type="text" value="02"/>								
2.11 No. of meetings with various stakeholders:	Faculty	<input type="text" value="05"/>	Parents	<input type="text" value="02"/>					
	Non-Teaching Staff	<input type="text" value="03"/>	Students	<input type="text" value="03"/>					
	Alumni	<input type="text" value="01"/>	Others	<input type="text" value="08"/>					
2.12 Has IQAC received any funding from UGC during the year?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>					
If yes, mention the amount	<input type="text" value="NA"/>								
2.13 Seminars and Conferences (only quality related)									
(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC									
Total Nos.	<input type="text" value="50"/>	International	<input type="text" value="01"/>	National	<input type="text" value="01"/>	State	<input type="text" value="19"/>	Institution Level	<input type="text" value="29"/>

(ii) Themes

1. RUSA Sponsored College Cluster workshop on “Choice based Credit System” held on 19 May 2016.
2. RUSA Sponsored “Capacity Building in Counselling Skill (Psychology)” held on 22nd September 2016.
3. RUSA sponsored “Activity (CBCS) in commerce” held on 1st November 2016.
4. RUSA Sponsored “One day workshop on PFMS” in collaboration with SPD RUSA Chd held on 5th Nov 2016.
5. RUSA Sponsored “Workshop on Latest Technology for IT students” held on 17 Nov 2016.
6. Two day International Seminar on “Contribution of Sri Guru Gobind Singh Ji towards Indian Culture and Literature” held on 25-26 November 2016.
7. RUSA Sponsored Interaction Seminar for Faculty on Work ethics held on 29 Nov 2016
8. RUSA Sponsored “Capacity Building program on RTI and service rules” held on 24 Dec 2016.
9. RUSA Sponsored workshop on “Capacity Building Supporting Staff (Good practices on sanitation and Hygiene)” held on 12 Jan 2017.
10. RUSA Sponsored Workshop on “Histiography and source collection” held on 17 Jan 2017.
11. RUSA Sponsored Capacity Building program on “E-Campus Solution S/W, Fee Module & its Implementation” held on 28 Jan 2017.
12. RUSA Sponsored Capacity Building program “Cyber Crime & Ethical Hacking “for the Students held on 17 Feb 2017.
13. RUSA Sponsored Awareness program on” E-Learning& MOOCS in Higher Education” held on 21 Feb 2017
14. RUSA Sponsored 7-Day Faculty Development Programme on “Honing Life Skills” from 22 Feb – 28 Feb 2017
15. RUSA Sponsored Coaching classes for Bank/Govt. jobs held from 13th to 22nd Feb 2017
16. RUSA Sponsored Skill enhancement programme on “Equipment usage and maintenance “held on 16 March 2017
17. RUSA Sponsored Awareness program on “Intellectual Property Rights” held on 21st March 2017
18. RUSA Sponsored Capacity building workshop on “RJ and skills and Challenges” held on 25 March 2017
19. ICSSR sponsored One Day National Seminar on “Emerging Trends in North Western States: Challenges and Responses” held on 29 March 2017.
20. One day College Cluster workshop on Public Finance Management System in collaboration with Post Graduate Government College for Girls sector-42, Chandigarh
21. One day College Cluster workshop Geo Tagging in collaboration with Post Graduate Government College for Girls sector-42, Chandigarh.

2.14 Significant Activities and contributions made by IQAC –Under RUSA

1. Periodic meetings of IQAC Cell for planning and evaluation to enhance quality standards
2. Organising conferences, seminars and workshops under RUSA for faculty, non-teaching staff and the students and encouraging them to participate in such activities for the quality improvement of teaching learning process.
3. Creating awareness among the faculty about research, research schemes of UGC, ICSSR and its benefits.
4. Creating Awareness about CAS Promotion and latest UGC amendments.
5. Deliberations and participation of the faculty for syllabi formulation under CBCS
6. Enabling facilities for differently abled – Wheel chairs, Ramps, Washrooms, hostel seats and Special software for visually challenged.
7. Encouraging active participation of faculty and students in community outreach activities.
8. Analysis of feedback received from students and implementing recommendations thereof.
9. Capacity building initiatives.
10. Training need analysis programs

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out for 2017-2018 by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action (2017-2018)	Achievements (2016-2017)
Infrastructure The college IQAC has worked out an action plan for up gradation of existing learning resource for imparting quality teaching and enhancement. <ul style="list-style-type: none"> • Setting up of Day Care Centre • Establishment of Research Lab in Life Sciences and Basic Sciences • Strengthening of Science Laboratories • Establishment of Digital Lounge • Upgradation of Physical/ Sports Infrastructure • Upgradation of classrooms and hostel furniture. • Establishment of addition Research Facilities. • Strengthening of Wi-Fi Connectivity • Establishment of Central Instrument Facility Centre • Strengthening of ICT Resources • Additional classrooms • Renovation of washrooms, hostel mess and administrative unit. • CCTV Cameras in left out areas of college. 	Infrastructure <ul style="list-style-type: none"> • Digital Notice Board put up for dissemination of information • Renovation of Computer Lab • Biometric system for staff

<p>Academic Programmes</p> <ol style="list-style-type: none"> The new career oriented courses <ul style="list-style-type: none"> PG Diploma in Chemical Analysis of Food. Certificate course in Music(V&I) Advance Diploma in Entrepreneurship Advance Diploma in Animation & Graphics Honours programmes in Physics, Zoology, Chemistry, Dance and Music (Instrument) Collaboration with Indian Institutes of repute for free online certified courses IQAC News Letter Introduction of Institutional Multi-Disciplinary e-Journal <p>Eco-Friendly Campus More efforts will be worked out for making college eco-friendly in terms of:</p> <ol style="list-style-type: none"> Up-gradation of e-campus Solution. Water testing system. Online Purchases through GeM All payments through PFMS Online fee submission through credit/debit cards and net banking Online submission of practical files, projects and assignments in CDs Geo-Tagging of major college activities <p>Enabling Environment for Holistic Development</p> <ol style="list-style-type: none"> Sports Societies Community Outreach Programmes Cultural Activities Women Empowerment Activities through awareness programmes, youth adalat and counselling Career Guidance & Counselling Placement Initiatives Tutorials/ Mentoring Remedial/Competitive Classes 	<p>Academic Programmes</p> <ol style="list-style-type: none"> New Courses introduced <ul style="list-style-type: none"> Cosmetology Diploma in Animation & Graphics <p>Eco-Friendly Campus</p> <ol style="list-style-type: none"> E-campus solution software has been upgraded to include centralized admission for all under graduates and all post graduates. The fee payment mode now includes Debit/ Credit card/online net banking in e-sampark centres as per their convenience. Construction of pavement path along boundary wall of the college is yet to be started. <p>Enabling Environment for Holistic Development</p> <ol style="list-style-type: none"> Upgrading of the sports facilities for specialized training and practice. Health Checkups Mental health awareness Gender Specific Legal Awareness Participation and excellence in cultural activities like youth festival at regional, zonal and national level. On and Off Campus placements Better student-teacher interface
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Attach the Academic Calendar of the year as Annexure-I

2.16 Whether the AQAR was placed in statutory body ☐ Yes ☒ No

Management ☐ Syndicate ☐ Any other body ☐

Provide the details of the action taken

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme (I)	Number of existing Programmes (II)	Number of programmes added during the year (2016- 2017) (III)	Number of self-financing programmes (Out of Col II & III) (IV)	Number of value added / Career Oriented programmes (V)
PhD	01		--	--
PG	09	--	02	--
UG	10	--	02	-
PG Diploma	05	--	01	--
Advanced Diploma	--	--	--	05
Diploma	--	01	--	09
Certificate	--	01	--	10
Others	--	--	--	--
Total	25	02	05	24

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	All Under Graduate, Post Graduate Degree and Diploma classes
Trimester	----
Annual	Career Oriented Programmes (Add on Courses)

1.3 Feedback from stakeholders*

Alumni ☒ Parents ☒ Employers ☐ Students ☒

(On all aspects)

Mode of feedback: Online ☐ Manual ☒ Co-operating schools (for PEI) ☐

**Please provide an analysis of the feedback in the Annexure-II*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

1. **41** Faculty Members are Members of the Board of Studies and provides inputs at the time of revision of curriculum.
2. Since Panjab University has introduced semester system in all streams - BA/B.Sc./BCA/B.Com/Bio-Tech (H), the syllabi of each class has been revised as per the changed pattern.
3. The college faculty prepares suggestions for design and formulation of syllabi of various classes under CBCS.

1.5 Any new Department/Centre introduced during the year. If yes, give details-NA

Criterion – II

2. Teaching, Learning and Evaluation: 2016-17

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
80	10	55	15	----

2.2 No. of permanent/ Full Time Contractual faculty with Ph.D.

61

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
--	12*	--		--		--		--	

(*18 filled through Full Time Contracturals through Salary Head)

2.4 No. of Guest and Visiting faculty and Temporary faculty: 63

2.5 Faculty participation in conferences and symposia: Till Date

No. of Faculty	International level	National level	State level
Attended	97	544	721
Presented papers	119	356	173
Resource Persons	7	35	58

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- e-Learning
- Collaboration with Institutes of repute for online courses
- PowerPoint presentations
- Case Studies / Group Discussions
- Mock Sessions
- Online Project Submission
- Industrial/ Onsite Visits
- Industry Institute Interaction
- On job trainings / Summer Training
- Making documentaries and short films
- Organising workshops on Social and current issues and inviting subject/ industry experts for updating the information
- Live Workshops on latest technology trends by the industry experts

2.7 Total No. of actual teaching days during this academic year 2016-2017 (As per PU Calendar)

Semester System (Odd Semester)

113

Semester System (Even Semester)

94

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Examination and evaluation procedures are decided by Panjab University Level

2.9 No. of faculty members involved in curriculum

41

10

41

Restructuring/revision/syllabus development

as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

81.25%

2.11 Course/Programme wise distribution of pass percentage:

S. No	Class	2016-2017		
		College Pass%	Univ. pass%	Variation
1	BA III	97.98%	Not Available	
2	BCOM III	100 %		
3	BCA III	100 %		
4	B.Sc. III	98.15%		
5	B.Sc. Biotech (Hons)	100 %		
6	B.P.Ed	100 %		
7	M.Sc. Zoology	100 %		
8	M.A Sociology	100 %		
9	M.A English	100 %		
10	M.A PubAdm	100 %		
11	M.A Pol.Sc.	100 %		
12	M.Sc. Botany	100 %		
13	M.Sc. Microbial Biotech	100 %		
14	M.Sc. (IT)	100 %		
15	M.Com	100 %		
16	PGDCC	Result Awaited		
17	PGDIT	Result Awaited		
18	PGDGC	Result Awaited		
19	PGDCA	96.55%	Not Available	

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

IQAC plays a pivotal role in the coordination of the various activities relating to teaching-learning process.

1. Faculty Development :

- The faculty is continuously guided on ways & means to procure financial aid for institutional projects. IQAC cell communicates all information regarding various schemes/ projects of UT Govt. & GOI, UGC, ICSSR, DIST and RUSA to the faculty & students.
- The Faculty is made aware about provision under CAS promotions

2. Student : IQAC promotes student involvement in academic and co curricular activities through

- Voluntary Financial Aids
- Remedial Classes / Coaching classes for competitive Class
- Conduct of Motivation Classes/ Documentaries
- Analysis of University results through Academic Review Committee to suggest ways of improving student's performance.

3. Non –Teaching Staff

- They are continuously encouraged to participate in various workshops/ seminars/ conferences relating to work ethics, retirement benefits, leave rules, RTI etc.
- Training sessions on e-Campus solution, equipment handling and literacy of computers.

2.13 Initiatives undertaken towards faculty development

Academic Staff Development Programmes	Number of faculty Nominated (2016-2017)
Refresher courses	NIL
HRD programmes	04
Orientation programmes	01
Staff training conducted by the university	20
Staff training conducted by other institutions	
Summer / winter schools, workshops, etc.	237
FDP	36

2.14 Details of Administrative and Technical staff (during the year)

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative/Other Staff	76	09 Filled through Contractual basis & DC Rates	---	-
Technical/Lab Staff	20	10* *Filled through Contractual Positions	---	02

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

1. Organized a seven day Research methodology workshop under RUSA to promote research, application of research techniques in empirical and descriptive papers written and presented.
2. The relevant information is about research workshops/conferences and seminars are disseminated regularly in the staff meeting.
3. Information about various research schemes of UGC, ICSSR and other funding agencies is displayed on the staff notice board.
4. Expert Talks on funding agencies.
5. Faculty is encouraged to undertake MPhil / PhD guide work.
6. Sensitization Program for the non-teaching members for work ethics.
7. Training Programs for lab staff.

3.2 Details regarding major projects: **06** (Till Date)

	Completed	Ongoing	Sanctioned	Submitted
Number	06	---	---	---
Outlay in Rs. Lakhs	---	---	31,48,900 /-	---

3.3 Details regarding minor projects: **25** (Till Date)

	Completed	Ongoing	Sanctioned	Submitted
Number	22	02	---	01
Outlay in Rs. Lakhs	---	---	20,01,500 /-	---

3.4 Details on research publications: (2016-2017)

	International	National	Total
Peer Review Journals	14	36	50
Non-Peer Review Journals	--	--	--
e-Journals	--	03	03
Conference proceedings	01	06	07

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Number	Name of the funding Agency	Total grant sanctioned	Received
Major projects	06	UGC	31,48,900	26,48,900
Minor Projects	25	UGC/ DST	20,01,500	18,50,000
Interdisciplinary Projects	---	---	---	---
Industry sponsored (2015)	02	NIELIT Punjab InfoTech	175000 300000	175,000 150,000
Projects sponsored by the University/ College	---	---	---	---
Students research projects (other than compulsory by the University)	---	---	---	---
Any other(Specify)	---	---	---	---
Total	33	---	56,25,400	4823,900

3.7 No. of books published till date i) With ISBN No. Chapters in Edited Books
 ii) Without ISBN No.

3.8 No. of University Departments receiving funds from: NA

UGC-SAP CAS DST-FIST
 DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
 INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	01	01	19	---	---
Sponsoring agencies	Sahitya Academy	ICSSR	RUSA	---	---

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations: With NGO'S &GO'S:

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency (FIST)

From Management of University/College

Total

3.16 No. of patents received this year: **NO**

3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year **(Till date)**

Total	International	National	State	University	Dist	College
28	02	15	02	---	10	---

3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events: 08 Units

University level State level
National level International level

3.22 No. of students participated in NCC events: 121 Army Wing

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum	---	College forum	23	
NCC	04	NSS	11	Any other 06

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Blood Donation Camp in collaborations with NGO'S, Campaigns against female foeticide, pulse polio (NSS) and mock drill on natural disaster and rescue.
- Youth Adalat, Self Defence, One Billion Rise Campaign, Tree Plantation, Food Preservation & Agro processing, Save energy Save earth, Ozone protection.
- Anti-Corruption & Vigilance week.
- Awareness Rallies are conducted every year on World Aids Day, World No Tobacco Day and Sadbhavana Day.
- Holding of Workshops and extra classes for grooming students for entrance exams, NET exam and job market.
- Holding of workshops and capacity building programmes for skill enhancement of non-teaching staff under the aegis of RUSA.
- Regular Water Testing to ensure safe drinking water.

The college NSS unit has adopted the village Kajheri and has organized various extension and social activities for the holistic development of the children of the village. The activities include the following:

- Continuation of Project Uday where our NSS students teach the under privileged children from slums.
- Awareness Drive about the ***Right of Education Act***.
- The ***Health and Education Status Survey*** was conducted in the slum area of village Kajheri.
- "Rashtriya Ekta Saptah"*** was celebrated in the campus and in the village.
- Rally about the ***"Eradication of dengue problem"*** in the village.
- Awareness Rally about ***"Beti Bacho Beti Parhao"*** in the college campus and in the village also.
- "Tarksheel Mela"*** for the eradication of social evils is organized every year in the village.
- Cleanliness drive was conducted in the college campus and village Kajheri under ***"Swachh Bharat Abhiyan"***.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund
Campus area	18 acres	---	---
Class rooms	52	02	Under RUSA Infrastructural Grant
Laboratories	34	---	Chandigarh Administration
Seminar Halls	03	---	---
No. of important equipments and related items purchased (\geq 1-0 lakh) during the current year.	---	2 LCDs	Chandigarh Administration and Departmental funds
Value of the equipment purchased during the year (Rs. in Lakhs)	---	Rs. 10 Lakhs	Chandigarh Administration/ Departmental Funds
Others	19 Smart Class Rooms Gymnasium 6300 sqft, Auditorium 7200 sqft	-----	Chandigarh Administration

4.2 Computerization of administration and library

- e-Campus solution provide new facilities in the areas of online admission with centralized admission for the undergraduate classes (Except BA) and for post graduates, academic and hostel fee collection through e-Samparks/gram samparks by online net banking/debit card/ credit card mode, examination marks record keeping, student ledger, student attendance, student assignment publishing for the students and college societies event record keeping.
- e-Campus mobile app wherein the students can check their attendance records.
- INFLIBNET facility is available to access E-Journals at all times and the Library is fully automated with software LIBSYS.
- Online Public Access Catalogue (OPAC) has replaced the traditional card catalogue system. The OPAC system provides easy access through a variety of access points on the Computers such as Author, Title, Keywords, Subject, Periodical title, Series etc.
- JAWS –a blind software has been added in college library.
- Online Payments through PFMS.
- Online Salary/ scholarships/ bill payment/Transfers
- Biometric system for staff attendance
- Geo-Tagging of major activities of the college.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	39,247	40,19,150	1025 + 469 (Gifted)	4,07,510 + 1,49,798	40,741	5,57,308
Reference Books						
e-Books						
Journals	55		4	7,600		
e-Journals	N List	33,000	N List	5,750		38,750
Digital Database	12 (books)	Free	12 (books)	Free		
CD & Video	340	Free + 20,000	---	---	340	Free + 20,000

4.4 Technology up gradation (overall): Till Date

	Total Comput ers	Comput er Labs	Internet	Browsing Centres	Computer Centres	Offic e	Depart -ments	Other s
Existing	265	174	10 Mbps OFC + 5 (Virtual Private Network) VPN connections each of 2 Mbps	17	03	12	26	33
Added	-	-	-	-	-	-	-	-
Total	265	174	10 Mbps OFC + 5 (Virtual Private Network) VPN connections each of 2 Mbps	17	03	12	26	33

4.5 Computer, Internet access, training to teachers and students and any other programme for technology Upgradation (Networking, e-Governance etc.)

1. Internet is available on all computer systems in the campus and hostel.
2. Fully Wi-Fi Hostel, Arts block and IT Block.
3. The college faculty uses ICT for teaching and learning.
4. Regular Training to teaching and non teaching staff is given to upgrade technology usage.
5. Helpdesks are set up in the computer labs during summer vacations for assisting prospective students in filling up of online admission forms.
6. Training to the students, non teaching and teaching staff by the bank officials on digital payment.
7. Regular training to the teaching and non teaching staff is given for using e-Campus solution for admission form scrutiny, seat allocation/de-allocation, fee collection, attendance, assessment & examination module.

4.6 Amount spent on maintenance in lakhs:

i) ICT	4
ii) Campus Infrastructure and facilities	7
iii) Equipments	5
iv) Others	12
Total	28

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The college IQAC has initiated a number of efforts towards providing opportunities to the students for improving their academics, quality of education and enhancing their job-market oriented skills.

1. Creation of capacity building and Equal Opportunity Cell.
2. Establishment of UGC Resource Centre.
3. Establishment of 4 browsing centres for the benefit of the students.
4. Regular Personality Development Classes for the outgoing classes.
5. Improving infrastructure for the benefit of the students.
6. Providing Internet facility on all the computers.
7. Wifi enabled IT Block and Hostel.
8. A pro-active Placement cell which holds free classes for improving job-oriented skills of the students.

5.2 Efforts made by the institution for tracking the progression

- 1) Class Test/ Presentations/ Mid-semester Exams/ Semester Exams.
- 2) Online maintenance of attendance records.
- 3) Tutorial Classes to supplement classrooms teaching.
- 4) PD classes / Counselling sessions
- 5) Extra Assignments for weak students
- 6) Remedial Classes.
- 7) Redressal of individual problems in Counselling and Women Cells.
- 8) Teacher- parent interface.
- 9) Special Classes/Test.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Total
3792	509	44	4345

(b) No. of students outside the state

1851

(c) No. of international students

No	%
---	---

Men

Women

No	%
4345	100

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
3670	640	54	---	04	4368	3658	620	66	-	1	4345

Dropout Ratio %

Under Graduate: **1%**

Post Graduate: **0.95%**

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

1. The college placement cell is active in providing employability skills and support for competitive exams by way of:
 - a) Holding free classes for mock interviews, group discussions and personality development.
 - b) Holding workshops in Vedic mathematics, mental ability and reasoning ability classes.
 - c) Conducting free classes in networking and ethical hacking.
2. The college holds personality development classes for all third year classes.

No. of students beneficiaries 712

5.5 No. of students qualified in these examinations

NET	14	SET/SLET	---	GATE	02	CAT	11
IAS/IPS etc	---	State PSC	---	UPSC	---	Others	15

5.6 Details of student Counselling and Career Guidance

Realizing the need and importance of counseling, the college has appointed a full time counselor who is available personally during college hours and telephonically 24x7.

- Besides, counselling of the students is an ongoing process throughout the year. The subject teachers also play a very constructive role in guiding and counseling the students at the time of admission regarding the subject combinations, contents of the subjects chosen and job opportunities of various subjects and streams.
- Academic counselling continues within the classrooms as well for students come up with queries about books to be consulted, streams/ careers to be chosen, institutions of higher studies in their field of specialization etc.
- Tutorial groups are also an excellent medium of building up a rapport between the teacher and the taught. It provides ample opportunity for the students to open up and discuss their academic personal or psycho-socio problems with their teachers.
- The Dept. of Psychology in collaboration with the counseling cell ropes in eminent hospitals to organize various workshops on stress-management, yoga etc especially in the months preceding the final examination.
- Personal Counselling is undertaken by various committees/cells such as Anti-sexual Harassment, Gender Equity, Women cell committee, Legal awareness committee, suggestion/complaint box committee, Anti-ragging committee, a Hostel Welfare committee, career counseling and Placement cell committee.

No. of students benefitted 608

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
05	186	63	123

5.8 Details of gender sensitization programmes

Gender specific issues are addressed by the curriculum and are effectively transacted to instill awareness on the students through:

- Movies/documentaries portraying gender related issues.
- Discussions on the rights and privileges of women in society in the Youth Adalat held every Friday.
- Zero-tolerance stance on ragging.
- Collection of 'Rakhi' for soldiers in partnership with – FM Radio and interaction with RJ Manav
- Selection of Gender Champions (Women Cell), their orientation and regular meetings
- Awareness session on PC PNDT Act
- One day workshop on Basics of Gender and Gender Stereotypes
- Screening of movie 'Haule Haule' related to sex selection and discrimination. This was followed by an interaction session
- Awareness and sensitization on Sexual Harassment Act in partnership with Jagori Rural (NGO)
- One Billion Rising , a global campaign to end violence against women In partnership with Snjah Jagori (NGO)
- Women Day Celebration 9 th -March -2017 College Auditorium
- Reviving Games for girls (Gulli Danda, Tug of war, Rope , Pithoo, Stapu band other games)

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

Scholarship Details (2016-2017)				
S.No .	Name of the Scheme	Amount of Scholarships	No. of Students Benefitted	Total Amount
State and Central Government				
1	Means Cum Merit/ Single Girl Child		7	
2	e-Pass Electronic Payment		8	
3	Post Matric Scholarship SC		120	
4	Award of Post Matric Scholarship		45	
5	Rashtriya Sanskrit Sansthan, MHRD	Rs 4000 each	6	
6	Grant for SC/ST Students (Library)	265	264	70,000
7	Half Fee Concession	1350	462	4,23,700
Institution Funds				
1	Student Aid Fund	Rs 4000 each	71	
Private Bodies				
1	Smt. Saroj Vasudeva Scholarship	1000	3	3,000
2	Laxmi Devi Memorial Cash Prize	2100	1	2,100
3	Daulat Ram Mehndiratta Charitable Trust Scholarship	18,000 (2 students) 12,000 (2 students)	4	60,000
4	Poor Student Fund	1800, 2500,4000,10000,1000	5	19,300
5	SAIN Trust	26000	6	1,60,000
6	Bina Amarjeet Memorial Scholarship	350	18	6,300
7	Voluntarily Help by Faculty Members	--	133	

5.11 Student organised / initiatives

Fairs	: State/ University level	01	National level	NA	International level	NA
Exhibition:	State/ University level	01	National level	NA	International level	NA

5.12 No. of social initiatives undertaken by the students

NSS : 05, NCC : 04

5.13 Major grievances of students (if any) redressed:

The college has an active Grievance Redressal Cell under the aegis of Women Cell. The suggestions and complaints are received through the suggestion box which is kept in the main foyer for an easy access to the students. The suggestion box is opened every Saturday and the committee looks into the suggestions and grievances of the students and redresses them. In case of a recurring complaint/suggestion, the same is forwarded to the Principal for needful action. Some of the problems redressed include

- Display of Canteen and Photostat rates
- Deployment of Lady Police, PCR Vans regular patrolling in the college vicinity.
- Restoration of functioning of a few fans in classrooms / taps in washrooms
- Bus services in some sectors for the benefit of students
- Enlisted the help of the Police to resolve some personal issues of a few girls
- Facility of ATM

Similarly, the Hostel welfare committee takes care of the grievances of the hostlers. Matters related to food and mess timings, night outs, electricity and water scarcity issues have been addressed to and resolved by the committee.

Thus, the redressal cell of the college enables the faculty to remain connected with the students and to provide them with more conducive environment in the college.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:

To empower young girls through education, thereby enabling them to be the agents of progress, to better lives and society.

Mission:

- To impart holistic education to young women from all strata of society and facilitate them to develop as intellectually mature, morally upright, socially responsible and spiritually inspired women leaders to serve the society.
- To motivate research and innovative teaching /learning practices and to engage in widening the frontiers of knowledge.
- The college motto “Higher Still” reiterates our commitment to strive for excellence.

6.2 Does the Institution has a management Information System

The college has submitted Institutional Development Plan under RUSA Scheme for special MIS plan for integration of academic and administrative data. An initiative in this direction has already been taken as follows:

1. The college is using software “e-Campus Solution” an initiative of Chandigarh Administration in collaboration with SPIC, Chandigarh. The software has been designed as per the requirements of the college which has the following modules:
 - a. Admissions (Online Admission Form Submission, Scrutiny of Admission forms, Merit List Generation, Allocation/de-allocation of seats to the selected candidates)
 - b. Centralized Admission for Undergraduate Courses (except BA) and post graduate for all Colleges.
 - c. Fee Collection (through e-Sampark and Gramsampark centres)
 - d. Student Assignment/homework
 - e. Student Attendance Records
 - f. Student’s Return, Ledger and other relevant reports.
 - g. Student examination reports.
 - h. e-Campus Mobile App for the students was also started so that they can see their attendance and other important notices.
2. Biometric attendance for staff
3. Examination forms submission and University assessment.
4. Geo-Tagging

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

1. 01 faculty members are members of Panjab University Senate
2. 41 Faculty members representing 20 departments are members of Board of studies at Panjab University.
3. 01 of our faculty are members of Academic Council at Panjab University.
4. 07 of our faculty are members of faculties (Arts/ Science etc.) at Panjab University.
5. 08 of our faculty members are actively involved in framing curriculum and creating learning resources for other government institutes/ universities.

6.3.2 Teaching and Learning

1. 19 Smart class rooms , 19 interactive Boards and 2 interactive panels support effective teaching learning.
2. 61 Ph.Ds, 26 M.Phils provides strength to quality teaching.
3. Audio Visual Aids, Internet facility.
4. Extensions activities.
5. Expert from industry and institutes of higher learning compliment our class room teaching.
6. Students of M.Com/ M.Sc. (IT, Botany, Zoology, Microbial Biotechnology)/ BA (Functional English, Geography)/ Mass Communication are sent on On-the-job

6.3.3 Examination and Evaluation

1. Most of our faculty members act as Observer/ Flying Squad, paper setter, head examiner, sub examiner, superintendent and invigilators in Panjab University Exams.
2. Our faculty members also act as paper setter and examiners of other universities and State Public Service Commission.
3. University Evaluation Centre

6.3.4 Research and Development

1. There is a Faculty Research Development Committee and a UGC committee which provides support and monitors the progress of all research projects and schemes. There is a Panjab University approved Research Centre in Zoology. As a result **06** major, **23** minor and **02** consultancy projects have been sanctioned to the faculty by National Funding Agencies like UGC/DST, NIELIT, Punjab Infotech etc. till date.
2. Research Lab in Life Sciences is under progress which will facilitate focussed research and academic learning. It will also provide intellectually stimulating environment to the students and the faculty to improve their learning skills.
3. Regular workshops on revised UGC guidelines on CAS promotion schemes are held to appraise the faculty.

6.3.5 Library, ICT and physical infrastructure / instrumentation

1. Library:
 - a. A well-equipped, fully air-conditioned library houses a wide range of books, journals, E-journals with access to INFLIBNET.
 - b. Being sensitive to the needs of differently abled students, special provisions are made for blind student through “JAWS” – A Braille Software
 - c. Computerized Catalogue Search Services through the OPAC (Online Public Access Catalogue).
2. ICT:
 - a. Fully Wifi Campus
 - b. A Wifi enabled IT block with 4 BCA labs, Functional English Lab, Video-Studio Lab and Placement Cell.
 - c. Internet facility on computers in Computer Science lab, Functional Hindi lab, Bio-informatics lab, Physics lab and Geography lab.
 - d. Administrative block is equipped with the latest computers and internet connection.
 - e. Digital Payments for Salaries and Vendors.
 - f. Provision for online fee submission through Credit/ Debit Card and Net banking.
 - g. Provision for online payment for University/Examination fees.
 - h. A 10 Mbps Optical Fibre Lease Line and 5 VPN connections of 2 Mbps have been installed in the college.
3. Infrastructure:
 - a. Well-designed college edifice with a Hostel, Play grounds for out-door games , a Gymnasium for fitness and indoor sports, are well maintained and constantly upgraded to provide maximum facilities to the students
 - b. State of the art Auditorium “Sabras” for cultural and other important academic functions.
 - c. Two classrooms were added to enlarge the scope of running new courses and accommodating more students.

6.3.6 Human Resource Management

1. Recruitment of the Regular faculty is done by UPSC/ on deputation from states of Punjab and Haryana.
2. Administrative Staff is appointed by the Director Higher Education, Chandigarh.
3. Full time contractual staff is recruited by Chandigarh Administration to fill the vacancy created by the retirement of regular faculty.
4. A pool of resource persons is maintained in each department to fill the gap between the demand and supply of the faculty.
5. Other supporting staff is appointed through service provider.
6. Regular Training/ Refresher/ Orientation Courses are held for the faculty and supporting staff to upgrade their skills.
7. RUSA sponsored capacity building programmes for the benefit of teaching, non-teaching staff, supporting staff and students.
8. Regular meetings of teaching and non-teaching staff are held to discuss issues relating to teaching, learning, infrastructure and administration.
9. Informal celebrations are held to help to build repo between Teaching and Non-Teaching faculty.

6.3.7 Faculty and Staff recruitment

1. Recruitment of the Faculty is done by UPSC/ on deputation from states of Punjab and Haryana.
2. Administrative Staff is appointed by the Director Higher Education, Chandigarh.
3. Full time contractual staff is recruited by Chandigarh Administration to fill the vacancy created by the retirement of regular faculty.
4. A pool of resource persons is maintained in each department to fill the gap between the demand and supply of the faculty.
5. Other supporting staff is appointed through service provider.

6.3.8 Industry Interaction / Collaboration

1. Experts from industry are invited to interact with students and access job market requirements.
2. Industrial visits help students understand the actual working environment of the industry.
3. On the job trainings enable students update themselves with latest in the market.
4. Significant MOUs have been signed with curriculum relevant industries.
5. MOU with Auburn University at Montgomery (Alabama) USA for strengthening cross cultural ties and promote education, international understanding and academic excellence, International research and development.

6.3.9 Admission of Students

The courses like Functional English, Functional Hindi, M.Sc. Zoology, M.Sc. Microbial Biotechnology and M.Sc. Botany have different criteria for admission and are as follows:

S. No	Name of the Course	Admission Criteria
1	Functional English	Concerned Departments conduct test at their own level to select candidates to these courses.
2	Functional Hindi	
3	MA English (60% merit and 40% test score)	
4	M.Sc. Zoology, Microbial Biotechnology & Botany	Through Panjab University conducted PG Common Entrance Test (PGCET) and Merit

Admission Criteria at the entry Level (2016-2017)

S. No	Class	Criteria adopted by the college
1.	B.Com I	Centralized admission by the Panjab. University
2.	BCA I	Centralized Admission for all UT Colleges
3.	BSc I (Med, Biotech (E), Bio-Info (E), Microbiology (E))	
4.	B.Sc I (Non-Med)	
5.	B.Sc (C.Sc (E), IT (E))	
6.	B.Sc (BioTech(H))	
7.	M.Com.	
8.	M.SC (IT)	
9.	BA/BA(IT)	On the spot admission but on merit basis
10.	PGDCA/ PGDMC/ PGDGC/ PGDT/PGD Cyber Crime	Display of merit list prior to admission on college website and notice board
11.	MA Pub Adm./ Socio/ Pol. Sc.	
12.	B.PEd (Two Year)	1. Display of merit list based on academics prior to admission on college website and notice board 2. Field Trials

6.4 Welfare schemes for

Teaching	Allowed as Per Govt.Policy
Non teaching	Allowed as Per Govt.Policy
Students	<ul style="list-style-type: none"> Fee Concessions/ Scholarships/ stationery to SC/ST Students Voluntary contribution by the staff members and other private bodies like SAIN Trust, Rotary Club.

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done Yes ☒ No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	---	---	Yes	College Level
Administrative	---	---	Yes	College Level

6.8 Does the University/ Autonomous College declares results within 30 days? **(For some selective courses like BCA, B.Com. and B.Sc. Biotech (H))**

For UG Programmes Yes ☒ No

For PG Programmes Yes No ☒

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Not Applicable

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

At the Panjab University Level.

6.11 Activities and support from the Alumni Association

1. Website for Alumni www.gcg42alumni.in was launched.
2. The Alumni are invited to interact with the students of outgoing class to provide them necessary inputs for higher education and employment.
3. This year a mega alumni meet and cultural programme was organized in the college to reconnect with them.

6.12 Activities and support from the Parent – Teacher Association

1. Regular interface with parents usually held in the respective department to discuss issues like results and lecture shortage.
2. E-Campus App to help parents track the performance of their wards.

6.13 Development programmes for support staff

1. Computer Literacy
2. Work Ethics and Etiquettes
3. Positive Attitude and Team Building
4. Friendly Games Competition
5. Free Medical Check-up
6. Health and Hygiene

6.14 Initiatives taken by the institution to make the campus eco-friendly

1. Vermi Compost Unit
2. Solar Power Plant
3. Herbal Garden
4. Green House
5. Rainwater Harvesting Unit
6. BIOMASS FUEL used as an Alternative to LPG.
7. Best out of Waste.
8. Science Park
9. Sanjeevni Park
10. Solar Panel/ Power Plant
11. Shift from paper to paperless institution.
12. e-Payments – An Initiative under Digital India
13. Tertiary Water arrangement

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

1. e-Campus Solution Software for online centralized admissions/ fee collection/ Examination/Student Assignment/homework and evaluation/Society Activities/Student Attendance Records/Student's Return and Ledger, facility of bulk SMS both for students and faculty.
2. Youth Adalat and complaint/ suggestion Box for redressal of student grievances.
3. Efforts to make college campus eco-friendly-
 - Vermi Compost Unit
 - Solar Power Plant
 - Herbal Garden
 - Green House
 - Rainwater Harvesting Unit
 - BIOMASS FUEL used as an Alternative to LPG.
 - Best out of Waste.
 - Science Park
 - Sanjeevni Park
 - Solar Panel/ Power Plant
 - Shift from paper to paperless institution.
 - e-Payments – An Initiative under Digital India
 - Tertiary Water arrangement
4. Academic Audit.
5. Feedback from students, residents, Parents and Alumni.
6. Herbal and Sanjeevni Gardens are house to exotic and medicinal plants.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

Plan of Action	Achievements
<p>Infrastructure The college IQAC has worked out action plan for up gradation of existing learning resource for imparting quality teaching and enhancement.</p> <p>Academic Programmes The new career oriented courses in cosmetology and Diploma in Animation and Graphics will be introduced.</p> <p>Eco-Friendly Campus More efforts will be worked out for making college eco-friendly in terms of:</p> <ol style="list-style-type: none"> 1. Up-gradation of e-campus Solution. 2. Testing water purification system. 3. Construction of pavement path along boundary wall of the college. 	<p>Infrastructure</p> <ul style="list-style-type: none"> • Digital Notice Board put up for dissemination of information • Renovation of Computer Lab • Biometric system for staff <p>Academic Programmes New Courses introduced</p> <ul style="list-style-type: none"> • Cosmetology • Diploma in Animation & Graphics <p>Eco-Friendly Campus</p> <ul style="list-style-type: none"> • E-campus solution software has been upgraded to include centralized admission for all under graduates and all post graduates. The fee payment mode now includes Debit/ Credit card/online net banking in e-sampark centres as per their convenience. • Construction of pavement path along boundary wall of the college is yet to be started.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

1. Title of the Practice: ***Rejuvenating Sanskrit***
2. Title of the Practice: ***GENDER DNA: Knowing Ourselves and Empowering Ourselves***

7.4 Contribution to environmental awareness / protection

The programme is designed to sensitize the students on environmental concerns. This is further supplemented by regular and defined activities conducted by NSS, Environment society and Beautification committee to promote this awareness among the students. The college undertakes several initiatives to sensitize students on the need to be consciously eco-friendly. Tree-plantation drives, waste-material utilization demonstration and promotion of plastic-free campus are regularly initiated.

7.5 Whether environmental audit was conducted? Yes ☐ No ☒

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

THE SWOC ANALYSIS OF THE INSTITUTION

At the initial stage the Steering Committee and college IQAC identified the key stakeholders of the college and held interactive sessions with them. The steering committee analyzed the inputs received from various stakeholders and prepared a draft of SWOC Analysis Report of the college. This initial draft SWOC Analysis Report was then discussed in the meeting of HODs and the support units for their analytical comments on the draft SWOC report. Based on the suggestions and inputs received from the departments and support units, the identified Strengths, Weaknesses, Opportunities and Challenges to prioritize the plan of actions have been enumerated as below:

SWOC ANALYSIS

a) STRENGTHS

Infrastructure resource:

- Excellent infrastructure resource in terms of classrooms, playgrounds, laboratories , and library
- Active and Supportive Alumni Association
- ICT facilities and smart class rooms
- Upgradation of existing 2Mbps lease line to 10Mbps OFC and 5 VPN connections.
- E- Content uploaded on college website in the form of ppt and pdf.
- State of Art Gymnasium and sports facilities.
- State of the Art Auditorium “SABRAS” for in-house and government functions/ events.
- Scholarships, awards and fee concessions to the deserving students.
- Voluntary contribution from faculty towards fees of many students.

Courses:

- Diversity in the academic courses at UG/PG.
- Career oriented programmes.
- Flexibility for vertical movement in certain courses.
- Flexibility for horizontal movement through Add on courses.
- Intensive Community outreach activities like adoption of Khajeri village by our college
- Excellent reputation in terms of discipline, quality teaching, sports facilities and academic results and teacher –student relations
- Panjab University approved Research Centre in the subject of Zoology.

Staff/faculty:

- Out of the faculty strength of 127, 73 are Ph.Ds and 37 are M.Phils.
- Diverse faculty in terms of ethnicity and gender (25% regular staff are men and 75% are women)
- Dedicated and experienced support staff.
- Excellent teacher student rapport.
- Representation in academic bodies like BOS, Academic Council, Faculties , Finance Board , Dean , Senate ,Syndicate at the University level.
- Active involvement of staff in Research Projects/activities financed by UGC, DST, Panjab University and Punjab Govt. (till date)

Minor Projects: 23

Major Projects: 06

Consultancy Projects: 02

National Travel: 30

International Travel: 15

- Active involvement/participation of staff in Research papers presentation in seminars/workshop/conferences organized by various agencies/colleges/universities.
- Active involvement/participation of staff in publication of research papers in National/ International Journal.
- Involvement of staff in publication of books with ISBN number.
- Collaborations with 24 GOs and NGOs
- Practical experience of market scenario through OJTs, industrial visits and surveys
- Active participation of College Student Council and Society Office bearers in organizing various academic and co-curricular activities.

b) WEAKNESS**Infrastructure resource:**

- Aging technology and equipment in some of our laboratories.
- Lack of infrastructure for the faculty for conducting research.
- Lack of availability of Public transport to the college.
- Limited seats in the Hostel (265 seats against a demand of 1000 applicants).

Courses:

- Lack of financial aid for PG Students to carryout research.
- Rigid and industry insensitive curriculum resulting in low employability of students.
- Poor Industry – Institute Interface.

Staff/faculty:

- Shortage of staff leads to excessive work load leaving inadequate time for mentoring and research.
- Unskilled supportive staff.

c) OPPORTUNITIES

- Opportunity to use its reputation for quality enhancement in higher education
- Diversity among faculty with international linkage can be used to develop student study abroad opportunities
- Long – term association of the placement cell with different companies provides an opportunity for better placements services
- Broad disciplinary bases of the curriculum provides opportunities for cross curricular synergies to connect and develop partnerships with the community and diverse array of agencies
- Ability to secure cutting edge funding from UGC/DST/ other State and National agencies
- Community interest in academic programmes provides opportunity for quality inputs.

d) CHALLENGES

- Competition from other college with diverse academic opportunities and resources for students
- Limited number of qualified applicants for faculty position in certain courses like Biotechnology, Bioinformatics, Microbiology, Mass Communication etc.
- Pressure on infrastructure due to growing number of students
- Limited funding for research and infrastructural improvement
- Integrating university curriculum to the changing needs of industry
- Rural background of our students & low motivation level of the students at the entry level.

8. Plans of institution for next year

Infrastructure

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

- Setting up of Day Care Centre
- Establishment of Research Lab in Life Sciences and Basic Sciences
- Strengthening of Science Laboratories
- Establishment of Digital Lounge
- Upgradation of Physical/ Sports Infrastructure
- Upgradation of classrooms and hostel furniture.
- Establishment of addition Research Facilities.
- Strengthening of Wi-Fi Connectivity
- Establishment of Central Instrument Facility Centre
- Strengthening of ICT Resources
- Additional classrooms
- Renovation of washrooms, hostel mess and administrative unit.
- CCTV Cameras in left out areas of college.

Academic Programmes

1. The new career oriented courses
 - PG Diploma in Chemical Analysis of Food.
 - Certificate course in Music(V&I)
 - Advance Diploma in Entrepreneurship
 - Advance Diploma in Animation & Graphics
2. Honours programmes in Physics, Zoology, Chemistry, Dance and Music (Instrument)
3. Collaboration with Indian Institutes of repute for free online certified courses
4. IQAC News Letter
5. Introduction of Institutional Multi-Disciplinary e-Journal

Eco-Friendly Campus

More efforts will be worked out for making college eco-friendly in terms of:

1. Up-gradation of e-campus Solution.
2. Water testing system.
3. Online Purchases through GeM
4. All payments through PFMS
5. Online fee submission through credit/debit cards and net banking
6. Online submission of practical files, projects and assignments in CDs
7. Geo-Tagging of major college activities

Enabling Environment for Holistic Development

1. Sports
2. Societies
3. Community Outreach Programmes
4. Cultural Activities
5. Women Empowerment Activities through awareness programmes, youth adalat and counselling
6. Career Guidance & Counselling
7. Placement Initiatives
8. Tutorials/ Mentoring
9. Remedial/Competitive Classes

Dr. Dalip Kumar

Signature of the Coordinator, IQAC

Prof. Binu Dogra

Signature of the Chairperson, IQAC

ACADEMIC CALENDAR 2016-17

Academic Schedule for the session 2016-17 for the Panjab University affiliated Colleges with Under Graduate & Post Graduate courses having Semester System.

PANJAB UNIVERSITY, CHANDIGARH

Annexure B

Academic Calendar for the session 2016-17 for the Panjab University affiliated Colleges with Under Graduate & Post Graduate courses having Semester System of examination:-

Summer Vacation	25-05-16 Wednesday	To	06-07-16 Wednesday	(43 days)
Academic Calendar				
Colleges Open on and normal Admission for ongoing Classes	07-07-16 Thursday			
Admission Schedule				
Normal Admission for ongoing and new classes (except for those classes in which admission is through PU-CET (P.G))	07-07-16 Thursday	To	16-07-16 Saturday	(9 days)
Late Admission for, ongoing classes and new classes) to be allowed by the Principal of the College with late fee of Rs.560/- per student.	18-07-16 Monday	To	01-08-16 Monday	(13 days)
Teaching starts				
(i) For ongoing classes	11-07-16 Monday			
(ii) For new admission classes (those admitted through PU-CET (P.G)) tentative	18-07-16 Monday			
Late admission in Panjab University, affiliated Colleges to be allowed by the Vice-Chancellor with the fee of Rs. 2040/-per student	02-08-16 Tuesday	To	20-08-16 Saturday	(16 days)
Academic Term-I (a) 1st & 3rd & 5th Semester	11-07-16 Monday	To	10-10-16 Monday	(75 Teaching days)
Autumn Break	11-10-16 Tuesday	To	17-10-16 Monday	(07 days)

Academic Term-I(b)	18-10-16 Tuesday	To	02-12-16 Friday	(38 days)
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Total Teaching days of Academic Term I=75+38=113 days

End Semester Examinations	03-12-16 Saturday	To	28-12-16 Wednesday	(22 days including Saturday)
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Semester Vacation (Winter Break)	29-12-16 Thursday	To	10-01-17 Tuesday	(13 days)
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**Academic Term-II
2nd & 4th & 6th semester**

Colleges reopens after Semester Examination	11-01-17 Wednesday	To	05-05-17 Friday	(94 Teaching days)
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Total Teaching days of Academic Term II=94 days

End Semester Examinations	06-05-16 Saturday	To	31-05-16 Wednesday	(22 days)
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Summer vacation (tentative)	01-06-17 Thursday	To	08-07-17 Saturday	(39 days)
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Total Teaching days of academic term I & II =113+94=207 days

Feedback Analysis (Criterion 1: Q 1.3)

Type of feedback	Frequency/method	Outcome/suggestions
Student Feedback	<ul style="list-style-type: none"> • Yearly/ through questionnaire 	<ol style="list-style-type: none"> 1. Inclusion of Soft skill Training in the course work 2. About the existing curriculum
Teacher's feedback	<ul style="list-style-type: none"> • Through staff meetings; • Interaction with Principal and Advisory Committee. 	<ol style="list-style-type: none"> 1. To resolve various issues regarding time table, classroom, grievances of students. 2. Experts to be invited frequently to update students

BEST PRACTICE - I**1. Title of the Practice:*****Rejuvenating Sanskrit*****2. Aim of the Practice:**

The aim of this exemplary practice is to revive an ancient language which has been the medium of instruction for thousands of years and is the language of our holy scriptures, but is increasingly being relegated to the background. The fact that most schools do not offer this subject makes it all the more difficult for students at the entry level in colleges to take it up as an elective subject. In our institution, most of the students belong to semi-urban & rural areas of Panjab; as such they have no knowledge of the importance of this language. Initiatives are made to counsel/guide the uninitiated learners about the importance of Sanskrit not only as a classical language but also a mother language which contributes to the phonology, etymology and genesis of other languages and disciplines. The students are also apprised about the importance of this subject for appearing in competitive exams.

3. The Context:

The challenge in implementing this practice lies in the fact that most of the students being from the non-Hindi speaking belt are untrained in this language at the school level. Initially, they are resistant to the suggestion of taking up a new language or a hitherto unfamiliar option. Another drawback is the interference of the regional dialect in enunciating the correct pronunciation of Sanskrit. To overcome this is a painstaking endeavour which needs individual attention.

4. The Practice and its implementation:

These days it is the policy of the Government to encourage the promotion of Sanskrit. As such many Shloka Recitation competitions are organised at the college, university, state & national levels. The college encourages maximum participation in these competitions. Best Practice Data Base (IQAC, PGGCG-42, Chandigarh) 21 | P a g e The uniqueness of this enterprise lies in the fact that our students who are novices in this language are trained & groomed through persistent efforts. They are not only acquainted with the nuances of Sanskrit pronunciation but also provided facilities such as exposure to CD's & recordings of Sanskrit shlokas and practicing correct pronunciation. Finally through a consistent rehearsal schedule, they compete in shloka recitation contests & bring laurels for the institution.

5. Evidence of Success:

The success of the practice can be measured from the fact that the results of the subject are always 100% and most of the toppers in humanities have Sanskrit as one of the elective subjects. Moreover, it is indeed creditable that many Muslim students have willingly taken up and excelled in the subject. Once initiated, many of our students have successfully completed their Masters in Sanskrit, and enrolled themselves for research degrees leading to PhDs. At the college and intervarsity Sanskrit Mantra/Shloka Competitions, our students have been consistently winning accolades.

6. Problems encountered and Resources Required:

The major problem encountered in this practice is the initial difficulty in convincing & motivating the entry-level learner to take up Sanskrit as an elective subject. This is taken care of through

counselling and frequent interfaces with the seniors and alumni. Efforts are also be made to inform the fresher students about the mathematical marking structure of Sanskrit which can greatly improve their grades in the exams. The fact that this subject is fast becoming a preferred choice for competitive exams is also largely due to the defined & precise nature of this subject.

7. Any other relevant information:

The medals and accolades won by the students in various competitions are testimony to the resounding success of this practice in the college. Similar efforts can be made by other institutions to rejuvenate Sanskrit which would otherwise become an obsolete language in the coming times.

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BEST PRACTICE – II

1. Title of the Practice:

GENDER DNA: Knowing Ourselves and Empowering Ourselves

1. Aim of the practice:

The primary goal of the college is to provide holistic education to girls and to afford an opportunity for them to develop their potential and intellectual faculties. The Gender Equity and Non-Discrimination Society of the college endeavours to facilitate them with an awareness and capacity building programme which rests on “Gender DNA: Knowing Ourselves and Empowering Ourselves”. The chief objective of this healthy practice is to enable young girls to participate in the process of identity formation, decision-making and personality development. Consequently, they develop an understanding about the need to break free from old discriminatory stereotypes and to undergo attitudinal changes so as to enhance positive self-esteem and confidence. In emancipating them, the college contributes substantially in the growth of the comprehensive intellectual; emotional, social, physical, artistic and creative potential of the students. This, in turn, will contribute to create a society based on equality and justice.

2. The Context: Gender DNA

Decision Making, Negotiation and Action addresses issues pertaining to multiple marginalization existing in society at economic, social, caste and gender levels. The Gender Equity and Non-Discrimination Society provides a platform to the students to voice their fears and worries, ‘break the silence’ and seek alternatives to oppressive socio-cultural systems. This forum sensitizes them with the need to question the subaltern structures and the dynamics of oppression prevailing in society. Since girls remain the most vulnerable - both within and outside the home, these complex issues need serious consideration and concrete action. Young girls are encouraged to develop a sense of empowerment through innovative processes and activities, to identify discriminatory practises, negotiate and make informed choices. This is an emancipating process and we notice a marked difference in the attitude of the participants. Thus, the students not only realize their potential but also become spirited participants in society as agents of change.

3. The Practice and its implementation:

Gender Equity and Non-Discrimination Society aims to work towards creating a ‘Gender Equal and Gender Just’ social system and have done a commendable job in awakening young girls to social concerns. A wide range of events are planned and spread over the entire session and incorporate a number of thought-provoking and engaging activities.

4. Evidence of Success:

One of the main accomplishments is the uninhibited manner in which discussions take place. In The Context: of young girls ‘breaking the silence’ becomes significant. This forum offers alternatives and enables them to gain control over their own lives. Subsequent follow-up meetings are an effective

method to gauge the impact of sensitization and keep up the level of involvement of the students. The consistent increase in the number of participants is a positive indicator of how well this practice has been received by the students. There are numerous instances where Gender DNA has helped students overcome precarious situations pertaining to exploitation. Sensitization drives on issues such as Legal rights of women, female exploitation, women empowerment and well-being etc are carried out regularly. These in-house institutional mechanisms are extraordinary in many ways. The college administration and proficient faculty maturely handle issues in a sensitive manner instead of referring them to Commissions /Govt. agencies. This is a major contribution and accomplishment of the institution to the cause of girls especially in the present Indian scenario.

5. Problems encountered and Resources Required:

Earlier, the process of getting funding sanctioned to conduct workshops was often tedious and daunting. However, this challenge has been temporarily resolved with the latest collaboration with the NGO Jagori Grameen, Dharamsala and Population Foundation of India who will be funding the workshops on Gender and Reproductive Health for the next two years. One of the other constraints pertains to the fact that students coming from outside the tri-city are unable to use state mechanisms as intervention methods since they live away from Chandigarh and are not familiar with the processes in their local areas. In few cases, our interventions remain limited since the students may not disclose the full details of the incident.

6. Any other relevant information:

It is appropriate to mention that this model has been systemised & evolved after much deliberation to address the emerging issues related to the young girls in present sociocultural milieu. Hence, this model may be considered for emulation by other institutions. We would be pleased to collaborate as facilitators & coordinators for such endeavours.

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