



Yearly Status Report - 2019-2020

Part A

Data of the Institution

| | | |
|---|--|------------------------------------|
| 1. Name of the Institution | | GOVT BRIJINDRA COLLEGE , FARIDKOT |
| Name of the head of the Institution | | S. Jyotiparkash (D.D.O.) |
| Designation | | Principal (in-charge) |
| Does the Institution function from own campus | | Yes |
| Phone no/Alternate Phone no. | | 01639250753 |
| Mobile no. | | 9815847331 |
| Registered Email | | gcfaridkot@gmail.com |
| Alternate Email | | iqacgbcfdk@gmail.com |
| Address | | OPPOSITE NEHRU STADIUM CHAHAL ROAD |
| City/Town | | Faridkot |
| State/UT | | Punjab |
| Pincode | | 151203 |
| 2. Institutional Status | | |

| | |
|--|----------------------|
| Affiliated / Constituent | Affiliated |
| Type of Institution | Co-education |
| Location | Urban |
| Financial Status | state |
| Name of the IQAC co-ordinator/Director | Smt Rama Gupta |
| Phone no/Alternate Phone no. | +919876059335 |
| Mobile no. | 9876059335 |
| Registered Email | gcfaridkot@gmail.com |
| Alternate Email | iqacgbcfdk@gmail.com |

3. Website Address

| | |
|--|---|
| Web-link of the AQAR: (Previous Academic Year) | http://gcfdk.org/Website/AQAR/aqar_report_2018-19.pdf |
| 4. Whether Academic Calendar prepared during the year | Yes |
| if yes,whether it is uploaded in the institutional website: Weblink : | http://gcfdk.org/Website/AQAR/Clender%202019-20.pdf |

5. Accreditation Details

| Cycle | Grade | CGPA | Year of Accreditation | Validity | |
|-------|-------|-------|-----------------------|-------------|-------------|
| | | | | Period From | Period To |
| 1 | A | 85.90 | 2004 | 08-Jan-2004 | 07-Jan-2009 |
| 2 | A | 3.11 | 2016 | 19-Feb-2016 | 18-Feb-2021 |

| | |
|---|-------------|
| 6. Date of Establishment of IQAC | 04-Jan-2004 |
|---|-------------|

7. Internal Quality Assurance System

| Quality initiatives by IQAC during the year for promoting quality culture | | |
|---|--------------------|---------------------------------------|
| Item /Title of the quality initiative by IQAC | Date & Duration | Number of participants/ beneficiaries |
| Construction of Science Block | 09-Nov-2019 150 | 500 |

| | | |
|---|--------------------|------|
| To buy a software for online admission | 20-Jun-2019 15 | 3000 |
| To Renovate Physics, Chemistry, Biology lab with RUSA Grant | 25-Jun-2020 180 | 400 |
| To buy a new furniture and black board for Science Block | 20-Jan-2020 30 | 500 |

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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

| Institution/Department/ Faculty | Scheme | Funding Agency | Year of award with duration | Amount |
|---------------------------------|--|-----------------|-----------------------------|----------|
| GOVT. OF PUNJAB | Salary Head | GOVT. OF PUNJAB | 2019 2020 | 54400000 |
| UGC | Reader's Allowance for Visually Challenged Teacher Plan No.XII | UGC | 2019 2020 | 0 |
| RUSA One | RUSA | GOVT. OF INDIA | 2019 2020 | 0 |
| RUSA Two | RUSA | GOVT. OF INDIA | 2019 2020 | 0 |

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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View Link](#)

10. Number of IQAC meetings held during the year :

10

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View Uploaded File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

- Constructed New Rooms for Science Block.
- Updated seminar room (PG Block) into Computer Lab.
- Purchased New books for the library.
- Purchased New UPS Inverter for Administrative Block.
- Bought New Admission Software.

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

| Plan of Action | Achivements/Outcomes |
|---|--|
| To buy a software for admission | PG Students were online with the help of this software |
| To buy a new furniture and black board for Science Block | Bought Furniture and Black Board for Science Block |
| To Construct a new building for science students | Inaugurated building for science students in the month of December |
| To Renovate Physics, Chemistry, Biology lab with RUSA Grant | Renovation work Completed in month of June Twenty-Twenty |

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14. Whether AQAR was placed before statutory body ?

Yes

| Name of Statutory Body | Meeting Date |
|------------------------|--------------|
| College Council | 26-Jul-2022 |

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2020

Date of Submission

30-May-2020

17. Does the Institution have Management Information System ?

No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The college regards effective delivery of curriculum as the most vital curricular aspect. To ensure this, the college follows the curriculum prescribed by Punjabi University, Patiala through its Boards of Studies. Some of our faculty members are members of the Board of Studies and their sub-committees. They have substantially contributed to the curriculum development process. The college ensures effective curriculum delivery through systematic and strategic mechanism: Academic calendar: • The college follows the Academic calendar issued by the University and executes it rigorously. • The Heads of Departments conduct meetings to distribute workload, allot papers, plan the activities of the department and to review the completed syllabus. • The Principal monitors the effective implementation of the Calendar through formal meetings with Heads of Departments. Time- Table Committee: • The college constitutes the Time Table committee. • Teacher wise time table is prepared by respective departments. • The Time Table is displayed on the Notice Board. Teaching Plan: • Teaching plan is prepared by every faculty member at the beginning of academic year. • Periodic assessment of curriculum delivery is conducted by IQAC through HODs. Laboratories: • There is optimum utilization of well-equipped laboratories for curriculum delivery of practical syllabus. • The students maintain the practical files and the results are certified by the faculty along with HOD. Teaching Aids: • The faculty uses charts, maps, models and specimens along with chalk and board. • Methods like seminars, group discussions, quiz etc. for effective delivery of curriculum. • Study materials, notes and question banks are provided in the class and through mails. • Educational field visits, industrial visits, tours are organized. • Group projects are assigned to teach students team spirit, sharing and develop presentation and research skills. • Guest lectures, Expert lectures and guidance by departmental Alumni are engaged. • Internet, Computer, LCD projectors and other Audio- visual aids are utilized on regular basis. Department library: • Each Department maintains a Department Library to facilitate the students to access to latest books available in concerned subjects and topics. • The books are issued to the students as and when needed by them. • The record of the same is maintained in Department Library and Issue register maintained by all the Departments. Teacher support: • The college encourages the faculty to participate in Orientation and Refresher courses to update their knowledge of subject. • The college takes initiative and encourages staff to attend workshops organised by the University for effectively implementing the curriculum. Feedback: • The college collects the feedback from the faculty, students, alumni and parents. • The collected feedback is analysed using different parameters and the performance of the students, faculty and institution is assessed. • Any discrepancies identified are considered for correction and suggestions are taken for improvement. • The slow learners are provided with Remedial Coaching after the completion of each semester. • The advanced learners are encouraged for further progression in career by participating in various co-curricular activities and career oriented programmes organised by the college and outside the college • The achievements of objectives of the syllabus are measured through students' performance in Internal tests and University examinations.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

| Certificate | Diploma Courses | Dates of Introduction | Duration | Focus on employ ability/entrepreneurship | Skill Development |
|-------------|-----------------|-----------------------|----------|--|-------------------|
| nil | nil | Nil | Nil | Nil | Nil |

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

| Programme/Course | Programme Specialization | Dates of Introduction |
|-------------------|--------------------------|-----------------------|
| Nil | Nil | Nil |
| No file uploaded. | | |

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

| Name of programmes adopting CBCS | Programme Specialization | Date of implementation of CBCS/Elective Course System |
|----------------------------------|--------------------------|---|
| MA | Economics | 01/07/2015 |
| MA | Punjabi | 01/07/2015 |
| MA | English | 01/07/2016 |
| MSc | Chemistry | 01/07/2015 |

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

| | Certificate | Diploma Course |
|--------------------|-------------|----------------|
| Number of Students | 0 | 0 |

1.3 – Curriculum Enrichment

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

| Value Added Courses | Date of Introduction | Number of Students Enrolled |
|------------------------------------|----------------------|-----------------------------|
| Diploma in Sanskrit Language | 10/07/2019 | 21 |
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1.3.2 – Field Projects / Internships under taken during the year

| Project/Programme Title | Programme Specialization | No. of students enrolled for Field Projects / Internships |
|------------------------------------|--------------------------|---|
| BA | Geography | 210 |
| BSc(Agriculture) | field work | 75 |
| BSc | science tour | 102 |
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

| | |
|-----------|-----|
| Students | Yes |
| Teachers | Yes |
| Employers | No |
| Alumni | Yes |
| Parents | Yes |

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

| |
|--|
| Feedback Obtained |
| Students' feedback is obtained regarding the curriculum, infrastructure and teaching learning process. This feedback is analyzed for upgrading the teaching learning progress and removing the obstacles in the curriculum and |

infrastructure development. Students have many committees like Anti Ragging Committee, Student Welfare committee and Anti-Sexual Harassment Cell and drug prevention and control cell to provide support to the students. Students are always free to meet teachers and the principal for any problem which they face in the campus. These problems are solved on priority basis. Parents feedback is obtained by PTA meetings held from time to time the suggestion given by the parents are implemented by the IQAC committee. Such programmes help improve quality of education in the intuition along with overall personality development of students. The parents requested to include moral education and value based lectures to be delivered to the students. This was implemented by enhancing the activity of Guru Gobind Singh Study Circle and conducting Blood Donation camps etc. Teachers' feedback is obtained in the staff meetings held at regular intervals. Teachers point out towards short comings in curriculum which is duly reported to the university. If a teacher is a need of any teaching aid or book, they are provided immediately so that teaching learning is not hampered. Institutes always remains in touch with the Alumni so that suggestions for improvement can be gathered from them. The Alumni Association of the college is a registered body which is participates actively in improving the teaching learning environment of the college.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

| Name of the Programme | Programme Specialization | Number of seats available | Number of Application received | Students Enrolled |
|-----------------------|--------------------------|---------------------------|--------------------------------|-------------------|
| BA | Arts | 863 | 1040 | 863 |
| BCA | Computer Application | 40 | 32 | 32 |
| BCom | Commerce | 60 | 225 | 74 |
| BSc | Science | 100 | 223 | 110 |
| MA | Punjabi | 40 | 65 | 44 |
| MA | Economics | 40 | 32 | 25 |
| MA | English | 30 | 27 | 18 |
| MSc | Chemistry | 30 | 22 | 18 |

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2.2 – Catering to Student Diversity

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

| Year | Number of students enrolled in the institution (UG) | Number of students enrolled in the institution (PG) | Number of fulltime teachers available in the institution teaching only UG courses | Number of fulltime teachers available in the institution teaching only PG courses | Number of teachers teaching both UG and PG courses |
|------|---|---|---|---|--|
| 2019 | 2945 | 212 | 69 | 0 | 20 |

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

| Number of Teachers on Roll | Number of teachers using | ICT Tools and resources | Number of ICT enabled | Numberof smart classrooms | E-resources and techniques used |
|----------------------------|--------------------------|-------------------------|-----------------------|---------------------------|---------------------------------|
| | | | | | |

| | | | | | |
|--|------------------------|-----------|------------|---|---|
| | ICT (LMS, e-Resources) | available | Classrooms | | |
| 69 | 30 | 5 | 7 | 7 | 5 |
| View File of ICT Tools and resources | | | | | |
| View File of E-resources and techniques used | | | | | |

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

Govt. Brijindra College, Faridkot believes in establishing a better and effective relationship between students and teachers. To get its Vision and Mission implemented, the institution continuously monitors, councils and guides students in educational and personal matter. All the students of the college are allotted mentors who are incharge of tutorial groups. These incharges meet students from time to time and solve the problems faced by the students. This is a continuous process till the end of degree of the student. The aim of student mentor-ship is – 1. To enhance student's academic performance and attendance. 2. To monitor the student's regularity and discipline and to minimize student's dropout ratio. 3. To enable the parents to know about the performance and regularity of their wards. The IQAC has taken the initiative of implementing the mentoring of students. Students are divided into groups of 30-60 students who are kept under the mentorship of teachers. Mentors offer guidance and counselling as and when required. It is the practice of mentors to meet students individually or in groups. In some cases, parents are called for counselling and their special meeting is arranged with the principal at the suggestion of the mentor. At least 3 to 4 meeting are arranged by mentors for their group in each semester. This system has been useful in identifying slow and advanced learner ad through a careful examination of each mentors' report the college has organized 'Remedial Classes' in identified topics. Different types of mentoring done in our institution are: 1. Professional Guidance – Regarding professional goals, selection of career and higher education. 2. Career Advancements – Regarding self-employment, entrepreneurship development and opportunities. 3. Course Specific – Regarding attendance and performance in semesters and appraisal of overall performance in the previous semester. Apart from this student are instructed on moral values, ethics, honesty and integrity required for personal as well as professional development. The result of this system is that: a) The attendance percentage of the students has increased to greater extend. b) The number of detainment of students has decreased consistently. c) Due to direct communication between mentor and the student, there was great improvement in student-teacher relationship and teaching learning environment in the college.

| | | |
|--|-----------------------------|-----------------------|
| Number of students enrolled in the institution | Number of fulltime teachers | Mentor : Mentee Ratio |
| 3157 | 70 | 1 : 45 |

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

| | | | | |
|-----------------------------|-------------------------|------------------|--|--------------------------|
| No. of sanctioned positions | No. of filled positions | Vacant positions | Positions filled during the current year | No. of faculty with Ph.D |
| 70 | 69 | 1 | 15 | 22 |

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

| | | | |
|-------------------|---|-------------|--|
| Year of Award | Name of full time teachers receiving awards from state level, national level, international level | Designation | Name of the award, fellowship, received from Government or recognized bodies |
| Nil | NIL | Nil | NIL |
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

| | | | | |
|----------------|----------------|----------------|--|---|
| Programme Name | Programme Code | Semester/ year | Last date of the last semester-end/ year-end examination | Date of declaration of results of semester-end/ year- end |
|----------------|----------------|----------------|--|---|

| | | | | |
|------------------------------------|----|---|------------|-------------|
| | | | | examination |
| BA | UG | 2 | 30/06/2020 | 31/07/2021 |
| BCA | UG | 2 | 30/06/2020 | 31/07/2021 |
| BCom | UG | 2 | 30/06/2020 | 31/07/2021 |
| BSc | UG | 2 | 30/06/2020 | 31/07/2021 |
| BSc(Agriculture) | UG | 2 | 30/06/2020 | 31/07/2021 |
| MA | PG | 2 | 30/06/2020 | 31/07/2021 |
| MA | PG | 2 | 30/06/2021 | 31/07/2021 |
| MA | PG | 2 | 30/06/2020 | 31/07/2021 |
| MSc | PG | 2 | 30/06/2020 | 31/07/2021 |
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The institution is affiliated to Punjabi University Patiala which prepares an academic calendar at the beginning of each semester. The academic calendar helps faculty members to plan their respective course delivery, academic and co-curricular activities. Department heads closely supervise and monitor the completion of the syllabus as per the plan prepared by faculty members. Syllabus coverage for each course is decided well in advance and faculty members adhere to it. Internal Assessment tests (IA), assignments, quizzes, and seminars are part of the Continuous Internal Evaluation (CIE) of students. Continuous evaluation and assessments are also done for practical courses, experimental field works and project works. Students perform experiments as per demonstrations given by teachers and are evaluated on the basis of practical and viva. There is a well-defined process for the conduct of CIE as per the calendar of events. 2020-21 was an exceptional year marked by Covid-19 pandemic leading to complete closure of colleges for students for almost 6 months. This led to Online Teaching as well as evaluation. The students were given Online Class Tests, Mid Semester Tests and too comprehensive assignments. The Final Semester Exams were also conducted online as per the directions issued by university from time to time.

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

To ensure effective curriculum delivery the college has academic calendar for the year 2020-21 according to the guidelines of UGC and Punjabi University, Patiala. Requisite stay of the faculty, providing appropriate credit hours to theory and practical in course work, optimum utilization of available infrastructural facilities according to students requirements is ensured by IQAC committee. The organization of Online College Level Seminars/ Symposia/ Workshops and Extension Lectures in different departments was planned to provide better opportunities for students and faculty to interact and exchange their views. Due to Covid-19 Lockdown and restrictions, the classes were conducted online. The guidelines issued by Punjabi University Patiala were followed for the teaching learning process. The teaching and technical staff had to follow time bound schedule of syllabi for the smooth and in time completion of the course work including revision in each subject. The dates for Class Tests and Mid Semester Test to assess the students performance and also to fulfil the requirements of eligibility criteria for university examinations were fixed. Internal Assessment of the students was marked as per university criteria. The Mid Semester Tests and Final Semester Exam were planned to be conducted online as per the direction of Punjabi University, patiala and Govt.

2.6 – Student Performance and Learning Outcomes

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

<http://gcfdk.org/Website/AOAR/Programme%20outcomes.pdf>

2.6.2 – Pass percentage of students

| Programme Code | Programme Name | Programme Specialization | Number of students appeared in the final year examination | Number of students passed in final year examination | Pass Percentage |
|----------------|-----------------|--------------------------|---|---|-----------------|
| UG | BA | ARTS | 505 | 505 | 100 |
| UG | BCA | Compter Science | 21 | 21 | 100 |
| UG | BCom | Commerce | 64 | 64 | 100 |
| UG | BSc | Medical & Non Medical | 92 | 92 | 100 |
| UG | BSc(Agricuture) | Agriculre | 75 | 75 | 100 |
| PG | MA | Punjabi | 37 | 37 | 100 |
| PG | MA | Economics | 17 | 17 | 100 |
| PG | MA | English | 24 | 24 | 100 |
| PG | MSc | Chemistry | 32 | 32 | 100 |

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2.7 – Student Satisfaction Survey

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

<http://gcfdk.org/Website/AOAR/Responses%202018-19.xlsx>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION**3.1 – Resource Mobilization for Research**

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

| Nature of the Project | Duration | Name of the funding agency | Total grant sanctioned | Amount received during the year |
|-----------------------|----------|----------------------------|------------------------|---------------------------------|
| Nil | 0 | Nil | 0 | 0 |

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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

| Title of workshop/seminar | Name of the Dept. | Date |
|-----------------------------------|-------------------|------------|
| Workshop on Hindi Pandarwara Days | Hindi | 14/09/2019 |
| Seminar on English Language day | English | 23/04/2020 |

| | | |
|--------------------------------------|-------------------------------------|------------|
| Virasati Mela | Punjabi | 17/09/2019 |
| Seminar on Constitution Day | Political | 26/11/2019 |
| Workshop on Music Day | Music | 21/06/2020 |
| Seminar on Disaster Management Day | Geography/ Disaster Management Club | 11/10/2019 |
| Seminar on Fit India Movement | Department of Computer Science | 29/08/2019 |
| Workshop on Vigilance Awareness Week | Commerce | 02/11/2019 |

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

| Title of the innovation | Name of Awardee | Awarding Agency | Date of award | Category |
|-------------------------|-----------------|-----------------|---------------|----------|
| Nil | Nil | NA | Nil | nil |
| No file uploaded. | | | | |

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

| Incubation Center | Name | Sponsered By | Name of the Start-up | Nature of Start-up | Date of Commencement |
|-------------------|------|--------------|----------------------|--------------------|----------------------|
| Nil | NA | NA | Nil | Nil | Nil |
| No file uploaded. | | | | | |

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

| State | National | International |
|-------|----------|---------------|
| 00000 | 00000 | 00000 |

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

| Name of the Department | Number of PhD's Awarded |
|------------------------|-------------------------|
| NA | 0 |

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

| Type | Department | Number of Publication | Average Impact Factor (if any) |
|------------------------------------|------------|-----------------------|--------------------------------|
| International | English | 3 | Nil |
| National | English | 1 | Nil |
| International | Political | 1 | Nil |
| View Uploaded File | | | |

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

| Department | Number of Publication |
|------------------------------------|-----------------------|
| Punjabi | 2 |
| English | 2 |
| Political | 1 |
| View Uploaded File | |

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

| Title of the Paper | Name of Author | Title of journal | Year of publication | Citation Index | Institutional affiliation as mentioned in the publication | Number of citations excluding self citation |
|--------------------|----------------|------------------|---------------------|----------------|---|---|
| Nil | NA | NA | Nil | 0 | 0 | 0 |
| No file uploaded. | | | | | | |

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

| Title of the Paper | Name of Author | Title of journal | Year of publication | h-index | Number of citations excluding self citation | Institutional affiliation as mentioned in the publication |
|--------------------|----------------|------------------|---------------------|---------|---|---|
| NA | Nil | NA | Nil | 0 | 0 | 0 |
| No file uploaded. | | | | | | |

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

| Number of Faculty | International | National | State | Local |
|------------------------------------|---------------|----------|-------|-------|
| Attended/Seminars/Workshops | 12 | 13 | 0 | 0 |
| Presented papers | 0 | 3 | 0 | 0 |
| View Uploaded File | | | | |

3.4 – Extension Activities

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

| Title of the activities | Organising unit/agency/ collaborating agency | Number of teachers participated in such activities | Number of students participated in such activities |
|---------------------------|--|--|--|
| One Day N.S.S. Camp | Department of N.S.S. | 5 | 240 |
| Blood Donation Camp | GGs Medical College, Faridkot | 15 | 550 |
| Basic of Covid-19 Course | IGOT on Diksha App | 80 | 200 |
| View File | | | |

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

| Name of the activity | Award/Recognition | Awarding Bodies | Number of students Benefited |
|----------------------|-------------------|-----------------|------------------------------|
| NA | NA | NA | 0 |
| No file uploaded. | | | |

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

| Name of the scheme | Organising unit/Agency/collaborating | Name of the activity | Number of teachers participated in such | Number of students participated in such |
|--------------------|--------------------------------------|----------------------|---|---|
|--------------------|--------------------------------------|----------------------|---|---|

| | | | | |
|---------------------------|--------|--|-----------|-----------|
| | agency | | activites | activites |
| One Day Camp | N.S.S. | Gandi Jyanti/ Swachh Bharat | 35 | 150 |
| Buddy | N.S.S. | Anti- Drug Abuse Day | 32 | 210 |
| Baba Farid Agman Purb | N.S.S. | Blood Donation Camp | 15 | 550 |
| Mission Fateh | N.S.S. | Distribution of Mask during Covid-19 Lockdown | 5 | 70 |
| View File | | | | |

3.5 – Collaborations

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

| Nature of activity | Participant | Source of financial support | Duration |
|---------------------------|------------------------|-----------------------------|----------|
| Teaching | Dr. Shalini Goyal | Nil | 20 |
| Teaching | Mrs. Paramjit Kaur | Nil | 20 |
| Teaching | Sudarshan Bhattarai | UGC | 180 |
| View File | | | |

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

| Nature of linkage | Title of the linkage | Name of the partnering institution/ industry /research lab with contact details | Duration From | Duration To | Participant |
|---------------------------|----------------------|---|---------------|-------------|-------------|
| Institution | Project Work | Govt. Fish And Fish Seed Farm, Faridkot | 19/09/2020 | 19/09/2020 | 49 |
| View File | | | | | |

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

| Organisation | Date of MoU signed | Purpose/Activities | Number of students/teachers participated under MoUs |
|-----------------------------|--------------------|--------------------|---|
| Punjab State Sports Council | 11/07/2016 | Sports | 149 |
| Punjab Cricket Association | 07/05/2006 | Sports | 149 |
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

| | |
|--|--|
| Budget allocated for infrastructure augmentation | Budget utilized for infrastructure development |
| 8500000 | 8347717 |

4.1.2 – Details of augmentation in infrastructure facilities during the year

| | |
|---|-------------------------|
| Facilities | Existing or Newly Added |
| Campus Area | Newly Added |
| Value of the equipment purchased during the year (rs. in lakhs) | Newly Added |
| View File | |

4.2 – Library as a Learning Resource

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

| | | | |
|---------------------------|---|---------|--------------------|
| Name of the ILMS software | Nature of automation (fully or partially) | Version | Year of automation |
| nil | Nil | nil | 2022 |

4.2.2 – Library Services

| Library Service Type | Existing | | Newly Added | | Total | |
|---------------------------|----------|---------|-------------|--------|-------|---------|
| Text Books | 62056 | 3579452 | 409 | 190047 | 62465 | 3769499 |
| Reference Books | 1665 | 89644 | 0 | 0 | 1665 | 89644 |
| Journals | 12 | 20100 | 0 | 0 | 12 | 20100 |
| View File | | | | | | |

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

| | | | |
|---------------------|--------------------|---------------------------------------|-----------------------------|
| Name of the Teacher | Name of the Module | Platform on which module is developed | Date of launching e-content |
| nil | nil | nil | Nil |
| No file uploaded. | | | |

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

| Type | Total Computers | Computer Lab | Internet | Browsing centers | Computer Centers | Office | Departments | Available Bandwidth (MBPS/GBPS) | Others |
|----------|-----------------|--------------|----------|------------------|------------------|--------|-------------|---------------------------------|--------|
| Existing | 64 | 1 | 5 | 5 | 3 | 6 | 10 | 50 | 0 |
| Added | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total | 64 | 1 | 5 | 5 | 3 | 6 | 10 | 50 | 0 |

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

| |
|---------------|
| 50 MBPS/ GBPS |
|---------------|

4.3.3 – Facility for e-content

| Name of the e-content development facility | Provide the link of the videos and media centre and recording facility |
|--|--|
| nil | 0 |

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

| Assigned Budget on academic facilities | Expenditure incurred on maintenance of academic facilities | Assigned budget on physical facilities | Expenditure incurred on maintenance of physical facilities |
|--|--|--|--|
| Nil | 3228182 | Nil | 2387872 |

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

Physical infrastructure includes classrooms, administrative block, seminar hall, Computer Hall, Washrooms, open air theatre etc is maintained by the safai Karamcharis under the supervision of the convener and members of building maintenance committee. Plumbers, electricians and carpenters are hired for maintenance of various jobs and furniture. The building maintenance committee looks after the proper maintenance of the building apart from gardens and lawns which are maintained by gardeners. Computer laboratory: Annual maintenance contract is given to vendor through proper tendering method for the maintenance and upkeep of all the computers in college. The lab has a separate Wi-Fi internet connection which is used for teaching and practical work and is maintained on regular basis by the vendor. Geography laboratory: The geography department has cartography labs where practicals are held. The labs are maintained by the lab staff who keep a record for the same. Stock checking takes place every year. The lab has a separate Wi-Fi internet connection which is used for teaching and practical work and is maintained on regular basis by the vendor. Science Labs: There are separate labs for Physics, Chemistry, Botany and Zoology which are maintained by lab attendants under the guidance of the teachers. Safai karamcharis help in the cleanliness of the labs. Stock checking takes place every year. Agriculture labs and Farm: These labs are maintained by lab attendants under the guidance of the teachers. Safai karamcharis help in the cleanliness of the labs. Stock checking takes place every year. The farm is maintained by the students and the attendants along with daily wagers. Sports infrastructure : The teachers of Department of Physical Education keep a well-maintained record of all the sports equipment. Procurement of new equipment is done by following a proper procedure. The equipments are purchased according to the requirement of the teams which practice for the Inter- College, State, National and other Open and Invitational Tournaments. Department also maintains the record of students attending daily sports practice and other requirements related to their respective game. Department takes care of the routine service of various machines like grass cutting machine, gym machines, computer and printer. The ground staff regularly maintains the ground by mowing the grass, watering the dry areas, levelling the ground, marking of the play fields, weeding, pest control, edging of sidewalk on weekly basis during growing season and preparing ground for practice matches and tournaments. The water of the pool is changed regularly to maintain hygiene. The electric equipments in the sports office/ gym/ changing room and sports store room like tube lights, fans, cooler etc. are regularly maintained. Library: The college has a systematically arranged library with book stack hall on the ground floor. On the first floor is the Reference section of the library. The library has a librarian, a restorer to

look after the maintenance of books and safai karamcharis for cleanliness of the library. Stock checking takes place every year. The e- library has wi fi connection which is maintained regularly by the vendor.

<http://gcfdk.org/Website/AQAR/Expenditure.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

| | Name/Title of the scheme | Number of students | Amount in Rupees |
|--------------------------------------|---------------------------------|--------------------|------------------|
| Financial Support from institution | Nil | 0 | 0 |
| Financial Support from Other Sources | | | |
| a) National | Dr.BR Ambedkar schorship scheme | 634 | 9471778 |
| b)International | Nil | 0 | 0 |

[View File](#)

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

| Name of the capability enhancement scheme | Date of implemetation | Number of students enrolled | Agencies involved |
|---|-----------------------|-----------------------------|---------------------------------|
| National level quiz competition | 21/06/2020 | 30 | NSS |
| Indian constitute quiz | 07/05/2020 | 31 | SCNR Government Degree College, |

[View File](#)

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

| Year | Name of the scheme | Number of benefited students for competitive examination | Number of benefited students by career counseling activities | Number of students who have passedin the comp. exam | Number of studentsp placed |
|------|---|--|--|---|----------------------------|
| 2020 | District Bereau of Employment And Enterprises | 0 | 37 | 0 | 0 |
| 2020 | Wbinar upcoming Govt. Exams | 75 | 75 | 0 | 0 |

No file uploaded.

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

| Total grievances received | Number of grievances redressed | Avg. number of days for grievance redressal |
|---------------------------|--------------------------------|---|
| | | |

| | | |
|---|---|---|
| 0 | 0 | 0 |
|---|---|---|

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

| On campus | | | Off campus | | |
|--|---------------------------------|---------------------------|-------------------------------|---------------------------------|---------------------------|
| Name of organizations visited | Number of students participated | Number of students placed | Name of organizations visited | Number of students participated | Number of students placed |
| LIC, HDFC Life, IVY, Benson Institution, MI Life, IOL etc. | 1383 | 100 | NA | 0 | 0 |
| View File | | | | | |

5.2.2 – Student progression to higher education in percentage during the year

| Year | Number of students enrolling into higher education | Programme graduated from | Department graduated from | Name of institution joined | Name of programme admitted to |
|---------------------------|--|--------------------------|---------------------------|----------------------------------|-------------------------------|
| 2019 | 88 | BA-III and BSc-III | Arts and Science | Gov. Brijindra College, Faridkot | Post Graduate |
| View File | | | | | |

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

| Items | Number of students selected/ qualifying |
|-------------------|---|
| TOFEL | 1 |
| NET | 1 |
| Any Other | 3 |
| Civil Services | 1 |
| No file uploaded. | |

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

| Activity | Level | Number of Participants |
|-----------------------------------|-----------------------------|------------------------|
| Annual Sport Meet | College | 300 |
| Inter College Cricket Competition | Inter College | 25 |
| Under-18 Girls Hockey | State | 20 |
| Under-18 Girls Cricket | State | 18 |
| Under-18 Girls Volley Ball | State | 15 |
| Under-18 Girls Swimming | State | 10 |
| Hockey Camp | North Zone Inter University | 30 |

| | | |
|----------------------------------|------------------------------|----|
| Hockey Camp | North Zone Inter University | 30 |
| Two days district youth festival | district level | 47 |
| Inter zonal youth festival | punjabi university , patiala | 82 |
| View File | | |

5.3 – Student Participation and Activities

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

| Year | Name of the award/medal | National/ Internaional | Number of awards for Sports | Number of awards for Cultural | Student ID number | Name of the student |
|------|----------------------------|------------------------|-----------------------------|-------------------------------|-------------------|---------------------|
| 2020 | all India inter university | National | 1 | Nil | 193374 | Balram Singh |
| 2020 | all India inter university | National | 1 | Nil | 192506 | Komalpreet Singh |
| 2020 | all India inter university | National | 1 | Nil | 191216 | Gursharan Kaur |
| 2020 | all India inter university | National | 1 | Nil | 192453 | Sheetal Sharma |

[View File](#)

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

5.3.2 Students play an important role in the administrative bodies and various committees of the college. Cultural activities: Student volunteers participate actively in the various cultural activities organized by the different departments of the institution. Students of Music department actively participate in training and preparing fellow students for inter-zonal and zonal youth festivals. 'Virasati mela' is organized every year by the dept. of Punjabi with the active collaboration of students. Sports Activities: Students of the department of physical Education actively participate in training and preparing fellow students for various inter-zonal and zonal competitions along with university games. Annual sports meet is organized every year where students play an important role as organizers and managers of various events. NSS: The College has five active wings of NSS with 100 allotted students each. These units work to enhance the social and interpersonal skills if the students, students are involved in planning and executing the year long activities of the NSS which includes 1 day camps, awareness drives, blood donation camps, tree plantation drives etc. These students receive a proper exposure to the marginalized section of the society and are trained to solve problems of the society apart from inculcating habits of cleanliness, hygiene and importance of literacy. They are also trained to eradicate superstitions

from the society. Hostel: The students of the hostel play an important role in maintaining cleanliness of the hostel along with checking the quality of food prepared in the mess. The annual Akhand path is organized in the college where the hostel students' committee take the entire responsibility in organizing the path, reading the holy scripture and arranging and distributing the langar to the students and faculty. Red Ribbon Club: Students representatives actively participate to sensitize fellow students and create awareness in them about HIV and related issues. IQAC: The IQAC committee of the college has a team of 15-20 students who help in implementing various initiatives taken by the IQAC cell. Departmental libraries: All the departments of the college has departmental libraries which are managed solely by the students of all the departments.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The College has three associations: Alumni Association by the name of OSA (Old Students Association) is a registred Alimuni Association working in the college since 2002 An Association of Retired Teachers from the college BALA (Brijindra Alumni Lecturers Association) was found during the year 2012. Association of Old Students of Chemistry and Physics department named RE- ALLIANCE GROUP (RAG) is also working since 2012. These associations honour and give awards to meritorious students in academics/ sports/ cultural activities. They also honour the retired teaching and non-teaching staff. These Alumini Associatons are always present to help the college and render support to the college in every circumstance.

5.4.2 – No. of enrolled Alumni:

200

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

150000

5.4.4 – Meetings/activities organized by Alumni Association :

8

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The institution has a practice of participative management. The college provides the better opportunity to all the participating stakeholders in the decision making process, the college administrative and academic structure is in a manner to make the decision by participative arrangement. Principal is the administrative and academic Head, followed by vice principal and department heads. The meetings of the department are held. The principal in consultation with all department heads takes the final decision. On administrative ground the Principal is followed by the Registrar. The college follows all such norms laid down by the Government of Punjab and the Punjabi University, Patiala and UGC in all academic and administrative aspects. 1. The examinations are carried out periodically throughout the year for which there is separate house examination conduct committee. The Registrar is in charge of House Examination committee .They conduct regular meetings which are approved by principal thus the participative arrangements is being followed in decision making. 2. The various departments of the College conduct various Seminars. The departments decide the subjects of the seminar in their departmental meetings. This is

communicated to the college Principal and authorities. This is also an example of decentralisation and participative arrangement. 3. N.S.S. camps are held throughout the academic session. The N.S.S. committee conducts a meeting to decide the place/venue, dates of the camp after discussing with the principal. These camps are conducted by the NSS officers to inculcate leadership qualities student 4. Stress is laid on the regular lectures conducted by the staff, timely completion of the syllabus, guidance for better performance in the examination and providing best possible teaching learning environment. This is attained by regular meetings of department, of the staff members conducted by the principal from time to time. The staff receives motivation and support for all the activities. The faculty through its various committees try to motivate the students to take part in students welfare program by mean of earn and learn scheme. 5. The cultural committee promotes the students to actively participate in drama competitions and debating oratory competitions outside the college in various competitions. The college works with the aim of attaining academic excellence through quality education and inculcating all possible soft skills in the personality of the students. The college plans for all such implementations through its academic calendar and the regular feedback from the students and the staff members also. The institution works with decentralization at the level of various departments and committees and participative management by the participation of all the staff, students and stakeholders for the development of the institution.

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

No

6.2 – Strategy Development and Deployment

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

| Strategy Type | Details |
|----------------------------|--|
| Curriculum Development | The college does not have the freedom to develop its own curriculum since it is affiliated to Punjabi University, Patiala whose centrally laid out syllabus is required to be followed by all the colleges. But individual teachers of the college are directly or indirectly part of the curriculum development process: either as members of board of studies of the university, or as experts involved in devising and preparing study materials. |
| Teaching and Learning | The college has always aimed at effective curriculum delivery through a well-planned and documented teaching-learning process. Every department chalks out a plan for effective curriculum delivery and teaching learning plans are based on the departmental academic calendar. Special lectures are also organized, featuring faculty members and other experts from different institutions to enhance the process of teaching learning. |
| Examination and Evaluation | The different departments of the college are required to prepare their students according to the university- |

prescribed syllabus and to sit for examinations held according to the university schedule. The pattern and nature of questions and tutorial/practical assignments set by the college are in accordance with the criteria or pattern prescribed by the Punjabi University, Patiala. From the very beginning of every semester, students have been made aware that evaluation is done on the basis of attendance, class tests, mid semester tests and assignments before the end-of-semester examinations conducted by the University.

Research and Development

The teaching faculty is encouraged to carry on their professional growth by writing papers and attending seminars and conferences.

Library, ICT and Physical Infrastructure / Instrumentation

Library • The college gives guidelines for improving the quality of library resource by adding new books for students. • Daily news papers (The Tribune {English and Punjabi version}, Economic Times, Dainik Bhaskar, Punjab Kesari) been there for the day to day awareness of faculty, students and as well as for non-teaching staff. • Suggestions from students committee for library are used for improvement in quality of library resource. • New books/magazines are purchased every year to update the library. • Also each department has own departmental library facility that includes text books, reference books along with competitive based books. ICT The college has provided its students with free high speed internet and Wi-Fi facilities. The presence of ICT has facilitated teaching-learning and information transfer in classrooms. The college has two smart classrooms, one ICT-enabled classroom, WiFi and LAN facilities scanners, OHP, and departmental computers. There are a couple of ICT - enabled seminar halls as well. We have an E- library with electronic support system for the students and staff.

Human Resource Management

In centres of higher education, human resource management is a constantly evolving area of concern, but one of its most important aspects is the emphasis on providing faculty members with scope to grow and develop within their working space. This college has always encouraged its faculty members

| | |
|--------------------------------------|--|
| | to grow in the workplace, and this is achieved by encouraging new staff members to avail themselves of opportunities to attend orientation programmes. In-service teachers are also encouraged to apply for refresher courses, FDPs and major/minor research projects and their progress and achievements are duly put on record. |
| Industry Interaction / Collaboration | Our College is not a technical education institution. But still we try our best to rope in various corporate houses by way of enhancing placement opportunities for our student community as well as fine-tuning soft skills for its faculty too. |
| Admission of Students | The Admission Committee of our College, comprising our Principal and senior faculty members as well as a some senior non-teaching staff members work tirelessly to ensure fair and hassle-free admission of students. With the entire admission procedure being transparent, the students too feel convenient to monitor the process themselves . The admission cut offs are decided by the departmental heads in consultation with the Principal and the admission process is done purely on the basis of merit with absolute transparency. |

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

| E-governance area | Details |
|--------------------------|--|
| Planning and Development | The vision and mission statement of the college is clearly uploaded on the institutional website. Further development plans and strategies are also displayed on the website as and when applicable. For all Governing Body meetings, the minutes and resolutions by circulation are sent to GB members. |
| Administration | The Principal is in touch with teaching and non-teaching staff members, as well as with college council members, through Notices as well as meetings held from time to time. The college office is fully automated and equipped with 24/7 internet connectivity. The principal also conducts meetings with students from time to time to keep a check on the administration. |
| Finance and Accounts | The institution maintains accounts through its accounts clerk and the finances of the college are checked by |

| | |
|-------------------------------|--|
| | the Bursar. The PTA fund is maintained by PTA clerk and checked by PTA incharge |
| Student Admission and Support | The Admission Committee of our College, comprising our Principal and senior faculty members as well as a some senior non-teaching staff members work tirelessly to ensure fair and hassle-free admission of students. With the entire admission procedure being transparent, the students too feel convenient to monitor the process themselves . The admission cut offs are decided by the departmental heads in consultation with the Principal and the admission process is done purely on the basis of merit with absolute transparency. |
| Examination | The different departments of the college are required to prepare their students according to the university-prescribed syllabus and to sit for examinations held according to the university schedule. The pattern and nature of questions and tutorial/practical assignments set by the college are in accordance with the criteria or pattern prescribed by the Punjabi University, Patiala. From the very beginning of every semester, students have been made aware that evaluation is done on the basis of attendance, class tests, mid semester tests and assignments before the end-of-semester examinations conducted by the University. |

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

| Year | Name of Teacher | Name of conference/ workshop attended for which financial support provided | Name of the professional body for which membership fee is provided | Amount of support |
|-------------------|-----------------|--|--|-------------------|
| 2019 | NIL | NIL | NIL | 0 |
| No file uploaded. | | | | |

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

| Year | Title of the professional development programme organised for teaching staff | Title of the administrative training programme organised for non-teaching staff | From date | To Date | Number of participants (Teaching staff) | Number of participants (non-teaching staff) |
|------|--|---|-----------|---------|---|---|
| | | | | | | |

| | | | | | | |
|------|---|--|------------|------------|----|----|
| 2019 | training session for the teaching and non-teaching staff to use the new admission softwareNIL | training session for the teaching and non-teaching staff to use the new admission software | 19/07/2019 | 20/07/2019 | 25 | 25 |
|------|---|--|------------|------------|----|----|

No file uploaded.

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

| Title of the professional development programme | Number of teachers who attended | From Date | To date | Duration |
|---|---------------------------------|------------|------------|----------|
| MOOC on English Literature of the Romantic Period | 1 | 05/01/2020 | 05/03/2020 | 60 |
| National level workshop on Media Semiotics | 1 | 15/06/2020 | 20/06/2020 | 06 |
| MOOC on Modern Indian Writing in Translation | 1 | 08/01/2020 | 08/04/2020 | 90 |

[View File](#)

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

| Teaching | | Non-teaching | |
|-----------|-----------|--------------|-----------|
| Permanent | Full Time | Permanent | Full Time |
| 0 | 0 | 0 | 0 |

6.3.5 – Welfare schemes for

| Teaching | Non-teaching | Students |
|--|--|----------|
| Medical Allowance, Maternity benefits as per norms, Child Care, All the non-doctoral staff members are encouraged to get enrolled for part-time Ph.D. program. | Medical Allowance, Maternity benefits as per norms, Child Care, All the non-doctoral staff members are encouraged to get enrolled for part-time Ph.D. program. | Nil |

6.4 – Financial Management and Resource Mobilization

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

Govt. Brijindra College regularly conducts internal and external financial

audits. It has a full-time Treasurer and Accounts Department since inception to ensure maintenance of annual accounts and audits. External Audit is conducted by the following: Govt. Brijindra College regularly conducts internal and external financial audits. It has a full-time Treasurer and Accounts Department since inception to ensure maintenance of annual accounts and audits. External Audit is conducted by the following: Auditor General (AG) Punjab: AG, Punjab conducts statutory audit covering all financial and accounting activities of the Institute. This includes scrutiny of the following: (a) all receipts from fee, donations, grants, contributions, interest earned and returns on investments. (b) all payments to staff, vendors, contractors, students and other service providers. All objections of AG are communicated through their report and are examined by separate committees of the institute consisting of Internal Auditor, concerned Head of the Department and any other member nominated by the Principal. AG's audit for the previous years have been completed and replies have been submitted to their satisfaction. No serious objection/ irregularity is outstanding. Chartered Accountant of the Institute: Chartered Accountant of the Institute conducts regular accounts audit and certifies its Annual Financial Statements. All Utilization Certificates to various grant giving agencies are also countersigned by the CA. All Financial Statements upto 2020-21 have been certified by him. Internal Audit is conducted by the Bursar of the college. Pre-audit of major receipts and payments and concurrent/post audit of all other receipts and payments is done by Deputy Controller Finance and Accounts. He also pre-checks salary fixations, pension and gratuity payments and final payments of GPF.

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

| Name of the non government funding agencies /individuals | Funds/ Grnats received in Rs. | Purpose |
|--|-------------------------------|--|
| 1.Principal Bhagat Singh, 2.S.Mohinder Singh Romana, 3.Sh.Pardeep Jain, 4. Sh. Anil Kumar Jain | 750000 | For giving prizes to the students and for the welfare of students ents and |
| View File | | |

6.4.3 – Total corpus fund generated

| |
|--------|
| 750000 |
|--------|

6.5 – Internal Quality Assurance System

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

| Audit Type | External | | Internal | |
|----------------|----------|--------|----------|-----------------|
| | Yes/No | Agency | Yes/No | Authority |
| Academic | No | NA | Yes | College Council |
| Administrative | No | NA | Yes | College Council |

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

Parents Teacher Association (PTA) is a prestigious association which helps the college authorities in financial matters as well as administration and management process of the institution - 1. Salary of Guest Faculty Teachers 2. Salary of daily wage support staff 3. Electricity Bill 4. Sanitary Expenses 5. Security Expenses 6. Software expenses 7. Sport expenses 8. Printing and

Stationery Expenses 9. Water, Sewage and supply expenses 10. The PTA acts as a bridge between the college authorities and students 11. The PTA acts as stakeholders in guiding the institution about its flaws as well as positive points.

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

6.5.3 1. The college permits and promotes the support staff to attend trainings and seminars for their professional growth. 2. The college assists the support staff in their childrens education by providing them books from the library as well as from the professors of the college. 3. The college provides congenial work environment to the support staff .

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

1. College Website was created 2. Online admission process was started 3. Updation of computer lab 4. Renovation of Staff room 5. PG in English started 6. BCA started 7. Online Teaching initiated due to Covid 8. Online seminars conducted 9. Online msts taken

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

| Year | Name of quality initiative by IQAC | Date of conducting IQAC | Duration From | Duration To | Number of participants |
|---------------------------|------------------------------------|-------------------------|---------------|-------------|------------------------|
| 2019 | Celebration of Independence Day | 15/08/2019 | 15/08/2019 | 15/08/2019 | 158 |
| 2019 | Teachers Day Celebration | 05/09/2019 | 05/09/2019 | 05/09/2019 | 1500 |
| 2019 | Hindi Pandarvada | Nill | 14/09/2019 | 28/09/2019 | 65 |
| View File | | | | | |

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

| Title of the programme | Period from | Period To | Number of Participants | |
|----------------------------|-------------|------------|------------------------|------|
| | | | Female | Male |
| Women Day Celebrations | 09/03/2020 | 09/03/2020 | 125 | 53 |
| Daughters day Celebrations | 22/09/2019 | 22/09/2019 | 96 | 56 |
| Teeyan | 24/08/2019 | 24/08/2019 | 250 | 50 |

Celebrations

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

Percentage of power requirement of the University met by the renewable energy sources

Environmental consciousness and sustainability are the urgent need of the hour. Realizing the pressing need of using alternate energy resources in order to make environment sustainable, the institution installed solar panels in common areas and sports ground of the college. The college is also using LED bulbs on its premises. With an aim towards making students conscious about the need for protecting the environment, a number of activities were organized by the college.

7.1.3 – Differently abled (Divyangjan) friendliness

| Item facilities | Yes/No | Number of beneficiaries |
|-------------------------|--------|-------------------------|
| Ramp/Rails | Yes | 20 |
| Physical facilities | Yes | 20 |
| Rest Rooms | Yes | 20 |
| Scribes for examination | Yes | 0 |

7.1.4 – Inclusion and Situatedness

| Year | Number of initiatives to address locational advantages and disadvantages | Number of initiatives taken to engage with and contribute to local community | Date | Duration | Name of initiative | Issues addressed | Number of participating students and staff |
|------|--|--|------------|----------|------------------------------|--|--|
| 2019 | 1 | 1 | 15/08/2019 | 1 | Independence Day celebration | Evoking love for motherland | 158 |
| 2019 | 1 | 1 | 14/09/2019 | 15 | Hindi pandarvara celebration | Developing taste for hindi in the students | 65 |
| 2019 | 1 | 1 | 19/09/2019 | 1 | Blood donation Camp | Donating life saving Blood to the society | 255 |

[View File](#)

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

| Title | Date of publication | Follow up(max 100 words) |
|--------------------------------|---------------------|---|
| Guru Gobind Singh Study Circle | Nil | The College has association with Guru Gobind Singh Study Circle which have been serving the society for past 47 |

years in diverse ways. GGSSC Aims to create awareness in the society specially among students and youth about rich and glorious heritage of Sikh Religion. GGSSC has worked to eradicate social and religious evils and has strived hard for the upliftment of moral character and values as per Gurmat Philosophy. GGSSC Aims to restructure and transform the society into casteless and alcohol free new social order.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

| Activity | Duration From | Duration To | Number of participants |
|-------------------------------------|---------------|-------------|------------------------|
| Guru Gobind Singh Study circle exam | 15/10/2019 | 15/10/2019 | 264 |
| No file uploaded. | | | |

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

1. Van Mahautsav celebrations: Tree Plantation 2. natural sweepwage: Natural Rain water harvesting 3. Eco Friendly campus: Green Initiatives: Restricted entry of automobiles in the campus 4 Ban on the single use plastic. 5. Minimum use of AC as the building is heritage building which architecture of building is self sufficient to regulate the temperture during summer and winter.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Shri Akhand Path Sahib is organized at the college hostel at the end of academic session to instill moral values and ethics among the students. The entire program is organised by students under the guidance of senior faculty members. Kirtan And ardaas at the end of akand parth is performed by students of the department of music. The Practice of Shri akhund Path sahib initiated to give practical training of managerial skills and effective communication skills to the students. Moral and ethical feelings are inculcated in the students. They rise above narrow religious values and experience oneness of all religions. Langar (Community Food) is prepared and served by the students regardless of faith, religion or background. The practice of Langar helps to uphold the principal of equity among the students regardless of caste, colour, creed, age or social status. This practice helps in inculcating the ethics of sharing, community inclusiveness and oneness of all human beings. Objective of the practice: - • To inculcate moral values in students. • Training and executive of leadership qualities. • To inculcate team spirit in students. • To encourage patriotic feelings. • To create oneness in the students. • To lay practical foundation of the theoretical teachings in the students. • Fund raising (Financial Management) • Community Service. The Practice: - This practice is exclusively carried out to inculcate the spirit of equality of all human beings in the students and make them rise above narrow religious feelings. Every year at the end of academic session, the students of the college organize Akhand Path to seek the divine blessings of the Almighty for

their impending exams as well as for their future lives. This practice has been carried out in this college since years and has been a small step in obliterating the narrow walls of religion, caste, creed and colour. There is Gurudwara Sahib in the hostel complex of the college. The hostel students organize a three days Akhand path followed by Ardaas and Bhog. This is a practice in which all the students of the college join hands for three days in order to make this function success. The students form committees for the collection of funds. The entire process of money collection is carried out by students themselves in an honest and transparent way. This teaches them the values of money in the lives of people. The students then arranging for the Langar which is to be served to all the students, staff and the dignitaries of the city. All the students irrespective of the religion to which they belong join hands in making langar themselves. The committee of teachers guides students but take a backstage to teach managerial and communication skills to the students. Function: - For three days, the students are on their toes serving tea and refreshment to all the visitors who come to the Gurudwara Sahib to pay obeisance. The enthusiasm of the students is boundless. The whole college is decorated with banners carrying thoughts of Baba Farid and Shri Guru Granth Sahib. After the completion of Paath, Ardaas is carried out and Langar is served. This Langar prepared and served by the students gives a reflection of their management skills. Awards and Laurels: - The students who work endlessly in this function are given awards to inspire and motivate other students to rise and work for common cause. The initiatives made by all the students are lauded and given due recognition by the principal and staff.

Impact of the practice: - This practice helps the students to recognise their latent talents and potential. This is a big function which is totally organized and managed by students from the very first step. Fund collection and management is done by the student committees. Event management is also done by the students themselves who make sitting arrangement, sound arrangement and other such arrangements. The religious music (Shabad Gayan) is also done by students.

This practice inculcates not only moral, ethical, spiritual, religious and psychological values in the students but it also trains the students in managerial skills, event management, financial management, leadership qualities etc. It also teaches them religious tolerance, oneness of all religions, community inclusiveness and sharing. This practice goes a long way in supplementing the theoretical training given to the students in the classrooms.

2. National Voters Day is celebrated on 25 January to encourage the youth to participate in the vote in the electoral process. It not only encourages the youth to participate in the electoral process but also focuses on the fact that the right to vote is a basic right. Know about the National Voters Day history, significance, quotes, theme, and why is it celebrated in India. BEST PRACTICE

Title: Voter Awareness Day Celebration The Context: - This practice was started with the aim to make the students feel proud of their nation and to contribute towards free and fair elections which forms the very backbone of democracy.

Democracy relies on voters. But voters are either ignorant about their rights and don't cast their vote or are lured by politicians to sell their voters. This practice attempts to make the young aware at the age when they are going to exercise their constitutional rights for the first time. The alarm bell is rung at the very beginning so that they cast their vote without an eye on monetary benefit or scare of the strong. Objective of Practice: -

- To inculcate awareness among young voters regarding casting of their votes and to encourage them to exercise their fundamental constitutional right intelligently.
- To catch them young. To awake them from their slumber and make them aware of their rights and duties as citizens of the largest democracy in the world.
- To tell them of the snares waiting for them during elections.
- To counsel them on casting their vote as a conscious and educated voter without being biased.
- To contribute towards the development of a strong demarcating nation.

The Practice: - The Voter Awareness Day is Celebrated every year in the

college on 25th January in collaboration with the District Administration, Faridkot. This Practice has become a regular feature of the college and is a modest effort to arouse the collective consciousness of the students as well as people of the society so that they become conscious voters. The entire district administration of Deputy Commissioner and his team visit the college on this day. The college Principal, faculty and students create an environment to organise this function. The attendance of the students is made mandatory. The Guru Nanak Park in which the function is organised is tastefully decorated with posters and banners bearing slogans of the right to vote and the right way to vote. Function: - The students of the college present thought-provoking skits, songs and speeches to awake the students and in still the importance of voting in them. The students are made aware of the right way to cast vote keeping aside all the allurements given by leaders and their followers during elections. The principal presents his pearls of wisdom to the students regarding the immense value of each voter and the positive role that they can play in democracy. The Deputy Commissioner also addresses the student and the people present and encourages them to be intellectually and morally strong to face the stern realities of life and how to face them with confidence and courage. Awards and Laurels: - The Deputy Commissioner and Principal give awards to those students who have won first and second positions in declamation, debate or poetic recitation competitions on Voter 'Day function organised in different schools and colleges of the district. The laurels and recognition given to students infuse them with an ardent sense of responsibility and desire to be a responsible voter and an important link in the democratic process of the country. The function ends with the national anthem which further spurs the nationalistic fervour and patriotic feelings in the students. Resources required: - This programme requires students' strength which is made available in the college. The monetary requirements for this function is fulfilled by the collection and contribution done by teachers and from the PTA Fund. The posters and banners are made by the students and also contributed by the District Administration. Impact of the Practice: - This Practice has exercised a great motivational influence on the students as well as people of the area. The first-time voters are really stirred and motivated to cast their votes without any greed of money. The students carry home the impression that they should choose the leaders who are really bothered about their progress and not those who fill up their coffers after getting elected. This practice will go a long way in inculcating values and concern in students and making them effective participants in the largest democracy of the world.

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

<http://gcfdk.org/Website/PictureGalleryCulturalActivities.aspx>

7.3 – Institutional Distinctiveness

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

Govt. Brijindra College, Faridkot established in 1942, has seen an unprecedented all-round growth and development. In fact, at present it has firmly established itself as one of the premier institutions of the State and has been awarded Grade „A? with a CGPA of 3.11 in 2016. The College is well known as one of the institutions in the state that promotes not only academics but also co-curricular activities notably in sports, community participation, cultural activities and competencies. The college` thrust is to ensure all round development of all stakeholders. The performance of the institution in one area distinctive to its vision and thrust is the institution`s effort in the field of providing knowledge that lays the very foundation of strong character. This practice is exclusively carried out to inculcate the spirit of

equality of all human beings in the students and make them rise above narrow religious feelings. Every year at the end of academic session, This practice inculcates not only moral, ethical, spiritual, religious and psychological values in the students but it also trains the students in managerial skills, event management, financial management, leadership qualities etc.- This practice helps the students to recognise their latent talents and potential. The College organises blood donation camp every year to inculcate the value of humanity and responsibility towards the human race in general. These activities have strengthened the mission objectives of the college to provide quality education and for the youths to build a vibrant workforce and contributing towards nation building.

Provide the weblink of the institution

<http://qcfdk.org/>

8.Future Plans of Actions for Next Academic Year

FUTURE PLANS OF THE INSTITUTION: -

- To Implement Academic Calendar for the Session 2019-20.
- To Conduct Online Admission Process during Covid-19 Lock down.
- To Implement Covid-19 Guidelines issued by Govt. of Punjab.
- To Conduct Online Classes for the Students during Covid-19.
- To Buy new Computers for Computer Labs.
- To Install of Solar Panels.
- To Celebrate Days of National Important.
- To Conduct Seminars in various Departments.
- To Conduct Examinations as per University Schedule.
- To Buy new Server for the college website.
- To upgrade college website.
- To Start a new vermicomposting Unit.
- Construction of Student Centre to host Cafeteria, Health Centre, Open Air Theatre and offices for various activity in charge.
- To establish Computer Lab for M.Sc. Chemistry Students.