



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	GURU NANAK COLLEGE OF EDUCATION FOR WOMEN
• Name of the Head of the institution	MRS. MANJIT KAUR
• Designation	PRINCIPAL (IN-CHARGE)
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01822220673
• Mobile No:	9463762928
• Registered e-mail	gncewkpt@yahoo.com
• Alternate e-mail	gncewkpt@gmail.com
• Address	The Mall, Opp. G.P.O
• City/Town	Kapurthala
• State/UT	Punjab
• Pin Code	144601
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Women
• Location	Urban

• Financial Status	Grants-in aid				
• Name of the Affiliating University	Guru Nanak Dev University Amritsar				
• Name of the IQAC Coordinator	Dr. Sawinder Arora				
• Phone No.	01822233229				
• Alternate phone No.	01822233229				
• Mobile	9463762928				
• IQAC e-mail address	drsawinderarora@gmail.com				
• Alternate e-mail address	sawinder15276@yahoo.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	http://gncewkpt.com/wp-content/uploads/2023/09/Y.-S.-R.-AQAR-Report-2019-20.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://gncewkpt.com/wp-content/uploads/2023/09/ACADEMIC-CALENDER-2020-21.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	71	2007	10/02/2007	09/02/2012
Cycle 2	B++	2.81	2017	30/10/2017	29/10/2022
6.Date of Establishment of IQAC			30/09/2010		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
nil	nil	nil	0	0	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		

<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File
9.No. of IQAC meetings held during the year	3
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	No
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> • If yes, mention the amount 	
11.Significant contributions made by IQAC during the current year (maximum five bullets)	
<p>Significant Contributions made by IQAC during Current Year 1. Documentation of Various Activities of the College 2. Organused Covid Awareness programmes 3. Organised online Inter College Competitions 4. Online classes were conducted 5. Professional Growth of the faculty was enhanced. 6. ICT facillities were strengthened</p>	
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year	
Plan of Action	Achievements/Outcomes
Academic Calendar	All the activities were performed according to the plan of action chalked out by IQAC keeping in view the academic calendar of the college
13.Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> • Name of the statutory body 	

Name	Date of meeting(s)
Academic Committee of the College	22/08/2021
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2022	17/01/2022
15. Multidisciplinary / interdisciplinary	
nil	
16. Academic bank of credits (ABC):	
nil	
17. Skill development:	
nil	
18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)	
nil	
19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):	
nil	
20. Distance education/online education:	
nil	

Extended Profile

1. Programme

1.1 1

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

File Description	Documents
Data Template	View File

2. Student

2.1 34

Number of students during the year

File Description	Documents
Data Template	View File

2.2 26

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

File Description	Documents
Data Template	View File

2.3 38

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 11

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 9

Number of Sanctioned posts during the year

Extended Profile

1. Programme

1.1	1
Number of courses offered by the institution across all programs during the year	

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2.1	34
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Data Template	View File

2.3	38
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3. Academic

3.1	11
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	9
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution	
4.1	3
Total number of Classrooms and Seminar halls	
4.2	9
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	8
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Our institution is affiliated to Guru Nanak Dev University, Amritsar and the curriculum is designed by the university. It is mandatory for us to follow curriculum developed and prescribed by the said University. For ensuring the effective delivery of the curriculum, college prepares academic calendar for each session according to NCTE and GNDU guidelines. The brochure of college mentions the syllabus, rules and regulations. Semester wise schedule is drafted and finalized well before the commencement of the semester. The students are oriented about the curriculum and co-curricular activities of B.Ed. at the start of the session. Continuous evaluation is maintained throughout the year by conducting unit and house tests after completion of the required syllabus. The college keeps a record of regular attendance, award lists, and the progress of the students. Staff Meetings are organized as per need to discuss various issues related to students and staff. The periodic alumni meetings, the feedback from the students regarding the course curriculum help in the

assessment of needs, which provides an impetus to modify certain methods and practices in teaching. Criteria based feedback proforma is prepared which is filled by the students. The college encourages faculty members to attend Orientation/Refresher courses, webinars, Faculty Development Programmes, workshops and present papers in seminars conducted by the affiliating and other Universities for acquiring necessary skills for effective delivery of the curriculum.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://collegeadmissions.gndu.ac.in/StudentArea/ViewSyllabi.aspx

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

The academic calendar of the institute is prepared all the activities before commencement of the session. The curricular and co-curricular activities are designed for the harmonious development of the students. Continuous evaluation is maintained throughout the year by conducting unit and house tests after completion of the required syllabus. The college keeps a record of regular attendance, award lists, and the progress of the students. Staff Meetings are organized as per need to discuss various issues related to students and staff. The College has Educational Clinic, Counseling Cell is to cater to the problems and the individual needs of the students. Reading material is available for the needy students. Keeping in view the Learning Styles, laboratory facilities are provided to those who learn better by doing. Students can choose English / Hindi / Punjabi as medium of instruction as per their convenience. Apart from these services, varieties of learning experiences are also provided to the students:-

1. Seminars
2. Extension lectures
3. Internship
4. Individual projects
5. Group discussions
6. Field work
7. Laboratory work/ Practical Group
8. The Academic Calendar is strictly adhered to while

organizing the various activities of the college throughout the year.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

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

D. Any 1 of the above

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

1.2 - Academic Flexibility

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

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

nil

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

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

0

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

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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

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

1. Celebration of international women's day every year in the college.
2. Awareness Program on Gender Inequality
3. Field visits to schools to observe infrastructure, school processes and problems from Gender perspective in a Boys School, Girls School, Co-Education

For professional ethics:

1. Celebration of International Language Day
2. International Mother Language Day
3. International webinar by 'NGO ROOTS FOR BEING' on the topic "Share Facts on Drugs"

For Human Values:

1. Morning Assembly
2. Orientation to the concept of Nai Talim propagated by Mahatama Gandhi includes experiential learning & work education.
3. Celebration of Unity Day
4. Initiatives of International Yoga Day
5. Road Safety

For Environment and sustainability:

1. Celebration of World Environment Day
2. Awareness program regarding Coronavirus
3. Preparing pots, best out of waste material development, tree plantation, preparing decorative out of waste paper etc.
4. Cleanliness drive, Environment Awareness

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

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

3

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

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

73

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	D. Any 1 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

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

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

50

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

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

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

09

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The institution assesses the learning levels of students after admission and organizes special programme for advanced learners and slow learners. All students have to attend orientation programme after admission. Through this event students are introduced with teaching -learning and evaluation programme, college discipline various academic & along with development and achievement of college, students support services. The wide range of continuous assessment components that include class test, assignments, seminars, group discussion, unit & house test, internship programme, field engagement, enable effective assessment of learning levels of students. In addition teacher-student interaction, students participation in different co-curricular activities- morning assembly, talent hunt, inter college competitions. Tutorial record helps in identification of different levels of learners. Faculty members regularly review the academic progress and guidance counseling cell counsel students to improve their performance to ensure their academic growth..

The assessing practices in classrooms and co-curricular activities enable the teacher educators to identify the slow and advanced learners in various subjects and areas. The following strategies have been designed to meet the diverse learning needs of students of different categories:

- **Slow learners:** Peer tutoring, cooperative learning, remedial teaching, question bank, teacher guided study and use of audio-visual aids.
- **Advanced learners:** Supply of enriched material, question bank, peer tutoring, reference books for additional learning, internet facility, participation in seminars and discussions, inculcation of leadership qualities through co-curricular activities and morning assemblies etc.

File Description	Documents
Link for additional Information	NIL
Upload any additional information	View File

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

Number of Students	Number of Teachers
34	11

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

Student's centric methods such as experimental learning, participative learning, learning & problem solving methodologies are used for enhancing learning experience. The College make continuous & conscious efforts to enable its students to realize their potential & evolve as leaders & transforming agents of society. Some of the methods employed by the college in this process are-

- Field trips to heritage sites, biodiversity parks, Science City, etc. are organised to promote grass root understanding of concept.
- Use of ICT & E-resources by students is encouraged.
- The college employs an interactive approach through discussion, debates, oral group presentations to encourage greater participation & interactive learning.
- Project work is assigned in all subject as assignment to encourage teamwork & participative learning.
- Special lectures, seminars, workshops are organized to encourage & motivate students to become participative agents & not just passive recipients of knowledge.
- The learning experience is upgraded by extensive use of ICT tools-PPTs, LCD interactive boards by teachers, especially

consequent to the COVID-19 Pandemic & evaluated through quiz, online testing & mock test etc.

- Students participate in competitions at various level like Inter College Competitions, Youth festival etc. for real time exposure & are simultaneously encouraged to participate in Quiz, Art Competition, Poetical recitation, Cultural & other Co-curricular activities.
- Participative learning is enhanced through the various programmes organized by various clubs, NSS.
- Interview skills are developed in students by placement cell by conducting various workshops in college (Akal Academy Institution in College) by providing jobs to our students.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	NIL

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

ICT is an integral part of teacher training programme. All our teacher educators as well as prospective teachers are encouraged to make use of ICT in teaching learning process. Teacher educators use technology for delivery of the content. The institute follows ICT enabled teaching in addition to the traditional classroom education. Subsequent efforts are taken by the college to provide e-learning atmosphere in the campus. In addition to chalk & method of teaching. The faculty members are using ICT enabled learning tools such as PPT, Video clipping, Audio system, online sources to expose the students advanced knowledge & practical learning. Specialized computer laboratory with an internet connection has been provided to promote independent learning. LCD, OHP, E-Books, E-journals, Wi-Fi campus ICT tools and resources available in the college. The library of the college gives an access to learners and teachers to computers for academic purpose. The library is partially automated. The teachers are various educational technologies to support classroom teaching. In the year 2020-21 due to COVID-19 restrictions teachers mainly used online platform like Google Meet, Zoom for delivering regular lectures. The institution has established ICT Club that organized Inter-house Power Point Presentation and Typing Competition. Besides, the students are

encouraged to use ICT during their practice teaching programme.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://gncewkpt.com/wp-content/uploads/2023/09/2.3.2-ICT-tools-and-resources-available.pdf

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

2.3.3.1 - Number of mentors

04

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

05

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

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

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality /

D.Sc. / D.Litt. during the year

03

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

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers**

24

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

2.5 - Evaluation Process and Reforms

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

- As per university guidelines, internal assessment of students is done based on attendance, assignment (writing skill), seminar (presentation skill) in classroom, Unit Test & House Examination. Each component has fixed weightage.
- The schedule, syllabus of the exams is published well in advance. The question papers are prepared in accordance with the university examination format.
- The summative exams, students take a semester end examination on the university pattern, answer sheets are marked & necessary feedback is given.
- Students are informed in advance that independent learning, original thinking & new ideas will be given additional points.
- Teachers bridge the knowledge gap of the students through

innovative evaluation methods employed in tutorials.

- Remedial classes are also offered in various subjects to provide additional help.
- Students are given the opportunity to improve their performance through re-test and supplementary test.
- Students are encouraged to participate in interactive sessions, group discussions, PowerPoint presentation, project & assignment as they should enhance both theoretical as well as practical knowledge to cater in their life circumstances.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	NIL

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

There is an examination committee of the college which is responsible for the smooth conduct of all the internal examinations. The examination schedule of course is mentioned in the academic calendar of the year. The examination process included setting of question papers, evaluation of answersheets, submission of marks list within fixed period time. Evaluated answersheets of unit and house examination are shown to the students. Online examination conducted due to COVID-19. The mechanism to deal with internal examination related grievances is transparent, time-bound and efficient. The mechanism for redressal of grievances with reference to internal as well as external exams. The answersheets are done as per University norms and feedback is given during showing the answersheets. If students are unsatisfied with the marking, firstly they discuss with subject teacher and if issue is not resolved, then students forward their applications to the examination incharges.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	NIL

2.6 - Student Performance and Learning Outcomes

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

The programme & course outcome are adopted for all programs offered by the institution in different curricular & Co-curricular activities-

- The learning objectives are communicated through various means such as college prospectus, Principal's address to students & parents, Alumni meets & dissemination in classroom by concerned staff. These are also prominently featured on college boards, college magazine & other publications brought during conferences & seminars.
- Students are made aware of the course specific outcomes through orientation programme, classroom discussion, expert lecture & practices.
- Student's involvement in different activities like tree plantation, Swatch Bharat, NSS etc. to evaluate his / her responsibilities towards environment protection & sustainability.
- Learner's involvement in different in group discussion, field visit & study tour (G-20) are used to assess society interaction & effective communication as well as effective citizenship social & professional ethics in a student.
- The learning outcome-based curriculum framework is intended to suit the present day need of the students in terms of securing their path towards higher studies & guiding towards carrier choice (Placement Cell)
- The college deputed teachers for workshop, seminars, conferences & refresher courses, GOC to enrich them to attain the outcome while teaching learning in the classes.
- Successful alumni students are also invited to interact with both students & teachers at specific events & meetings where they share how their individual course shaped their carrier thus helping existing students align better with the specified course outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	NIL
Upload COs for all courses (exemplars from Glossary)	View File

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

The Institution regularly evaluates the performance of students through various methods for measuring the attainment of each of the program outcomes, Program specific outcome & course outcomes.

- Institutional examination & Test:- Students are assessed & evaluated through the year at institutional level through Unit Test, Class Test, House Examination & the performance of the student is analysed for assessing the attainment level of programme outcomes & Programme specific outcomes.
- Internship: - Students are encouraged to take up internships, projects field work etc. This helps them to obtain necessary skills & practical experience in their chosen subjects.
- The College has a placement cell, which caters to the demands of different educational institution school of different boards CBSE, ICSE for our student's placement.
- Internal Assessment are given to the students which are mostly aligned with programme outcomes of the respective subject. External Assessment is evaluated by the external experts for the practical examination appointed by the GNDU through viva-voice practical file.
- Continuous monitoring of the students while regular practical & handling different instrument to evaluate modern tool usage.
- Students are motivated to participate in different elocution, debate, seminar, Art & sports competition to assess individual & team work.
- Students are involved in different NSS activities such as Swatch Bharat Abhiyan, Tree Plantation etc. to evaluate their responsibility & duty towards the protection of environment.

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

2.6.3 - Pass percentage of Students during the year

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

the year

37

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	http://gncewkpt.com/wp-content/uploads/2023/09/Gazette-2018-20.pdf

2.7 - Student Satisfaction Survey

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

[Nil](#)

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

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

0

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

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

3.1.2.1 - Number of departments having Research projects funded by government and non-

government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

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

0

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

3.2 - Research Publications and Awards**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

3

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

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

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

0

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

3.3 - Extension Activities

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

The college is committed to holistic development of students by involving them in community services. Various programmes are being run by the college for promoting college neighbourhood network:

community Orientation and Social Responsibilities:Modern Educationists recommend providing knowledge to the students through direct experience. Students have performed various activities like: Orientation to the concept Nai Talim propagated by Mahatma Gandhi, Case study of Urban slum area schools, organisation of Cleanliness and Road Safety for the development of awareness among society, Tree Plantation, visit to Indian Red Cross Society.

Skills and Personality Development: The college focuses on development of personality of the students. Participation in club activities helps pupil teachers to gain knowledge, experience in leadership, problem-solving, group development and management, finance, presentation, public speaking and developing confidence of the pupil teachers. These engaging and participatory activities build drive, self-initiative, enthusiasm.

Inculcation of Values:National and International days i.e. Teachers' Day, World AIDS Day, Environment Day and International Human Rights Day are celebrated to inculcate spiritual, moral and humane values in students. Cleanliness drive, AIDS Awareness, drug addiction and environment sensitization, Yoga and activities through proactive clubs and committees are a regular feature of

Guru Nanak College of College of Education for Women, Kapurthala.

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

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

0

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

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year**3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

3

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

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

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

71

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

3.4 - Collaboration

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

1

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

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

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

0

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institution was found in 1966 on a 3.7-acre campus and possesses a robust infrastructure and educational materials. The infrastructure is employed to its best capacity, ensuring all students have easy access to the abundance of learning resources. The college has 2 classrooms with comfortable furniture and lecture stands, 3 well-equipped laboratories (Computer Centre Cum Educational Technology Lab, Language Laboratories, and Science Lab cum Science Resource Room), and 6 method labs (Mathematics Resource Room, Social Science Resource Room, Health and Physical Education Resource Room, Art and Craft Resource Room, Language Resource Room, and Commerce Economics Resource Room). The language laboratory is shared with the sister institution of the parent society. A seminar room in the college has a seating capacity of 50 persons. The college has 19 computers for faculty, students, library, and administrative functions. The college has well equipped library with latest text books, referenece books, encyclopedias, dictionaries, biographies, journals, magazines and newspapers in three languages(english, punjabi and hindi).

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://gncewkpt.com/infrastructure/

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

In order to facilitate cultural activities, the college maintains its multipurpose hall with a capacity of 125 individuals, complete with a proper sound system. Different clubs of college i.e. Red Ribbon club, Smarpan Club, Bhasha Manch, Shoba Singh club, Sports Club, ICT Club, Legal Literacy Club, Arya Bhatt Club, and Albert Einestein Club organize activities to extend skills and unveil their talent. Indoor and outdoor games for the students are also available in the institution. Along with it institution has one badminton court and play area for table tennis, and kho-kho ground. The multipurpose hall is used as a yoga centre in the institution. It has also a playground shared with sister institute which includes Athletic track of 100m and 200m, long jump pitch, Short put area, relay race, discus throw, javelin throw games facility.

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

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

1

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

1

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

0

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

4.2 - Library as a Learning Resource

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

Nil

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

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

E. None of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

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

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

.11

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

0

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

4.3 - IT Infrastructure

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

The college is committed to maintaining a high standard of technological infrastructure to support its students, faculty, and staff. In line with this commitment, the institution frequently updates its IT facilities, including Wi-Fi. The college is equipped with an adequate number of computers, printers, scanners, and projectors to support efficient teaching and learning. The college has a well-structured mechanism for implementing ICT to enhance the teaching and learning process. There are 19 computers having latest operating systems and anti-viruses. The college has projector to support the teaching and learning. The college utilizes the digitax broadband service, boasting a speed of 80 megabits per second (Mbps).

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

4.3.2 - Number of Computers

8

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

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

.32

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

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

Procedures and Policies for maintaining and utilizing physical, academic, and support facilities laboratory, sports complex, library, computers, classrooms etc. followed by the NCTE and affiliated University(GNDU, Amritsar). The above supporting facilities are supervised by faculty members in systematic order.

College has established a system for maintaining and utilizing facilities: The library is well equipped with latest textbooks, reference books and periodicals to fulfil the academic needs of students. Accessibility of computers and internet are available in the library. Science resource room has all the necessary equipments that allow the students to conduct experiments. Various workshops are organized to enhance the scientific skills. Health and physical Education Resource Room is used for carrying out various sports activities for physical fitness of the students. Computer Centre cum Educational Technology Lab has equipped with facility of internet that enables the students and teachers to search different aspects of education. A well qualified doctor visits the dispensary for medical checkup of students once a week. Classrooms are optimally used for teaching, conducting house tests, annual examinations, group discussions and seminars. Multipurpose Hall is used for various college activities. Social Science Resource Room is used to organise workshops for practical training about teaching aids.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://gncewkpt.com/procedures-and-policies/

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

05

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

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

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

Nil

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to institutional website	http://gncewkpt.com/
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

Nil

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

Nil

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

D. Any 1 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression**5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year**

05

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year**5.2.2.1 - Number of outgoing student progression to higher education**

02

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

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year**

Nil

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

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

Nil	
File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded
<p>5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)</p> <p>The College has a Students Representative body named as "Student Council". The student council was constituted at the college level and it gives the students a voice - a platform to be heard. Through it, they involve themselves in multifarious duties that the college demands of them. • President • Vice President • Secretary • Class representatives the members of the council are elected by the house. Students exercise their right to vote and the counting is done in a very transparent manner by including senior teachers and one or two students. Elected members are announced in the assembly. Major Activities of the Student Council include to assist maintaining Discipline, Conducting Assemblies and functions acting as a link between faculty and students, conducting functions, reporting issues demanding attention, representing students where needed, act as aides to the Principal, dedicated service towards the college, etc. To bring to the notice of concerned authorities, the problems, and difficulties faced by the students. To express views regarding the overall working of the college and its improvement. A special representation was given to the students of various cultural, and sports activities. All the members of the student council are vowed to maintain the discipline and decorum. They abide themselves by the rules and regulation of the college and present by the exemplary figure before the others to follow them.</p>	

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

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

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

07

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

5.4 - Alumni Engagement

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

Nil

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

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

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded
GOVERNANCE, LEADERSHIP AND MANAGEMENT	
6.1 - Institutional Vision and Leadership	
6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution	
<p>The institution's vision and mission is;</p> <p>Vision: To strengthen and intensify the culture of excellence in teacher education focused on holistic development of the individual and give a new direction to the society.</p> <p>Mission: To develop intellectually competent, morally upright and socially committed teachers for service in the current scenario of education.</p> <p>The governance of the institution is reflective of and in tune with the vision and mission of the institution as it has set a wide perspective of vision and mission that is preparing not only the competent future teachers but also producing good citizens for the society and nation at large. The Management, Principal and the faculty together play an important role in implementing the vision and mission of the college and to that end play an active part in decision-making process. Various clubs and committees are constituted for the day-to-day functioning of the college and for overall management of the various operations of the college. The teacher In-charge of various committees and cells along with the non-teaching staff and students work together and are crucial in putting institutional plans and policies into practice. Every committee is comprised of one President, Secretary and student members. Along with it, every section has a President, Secretary and Class Representative selected through proper selection procedure to put forward the interests and views of students.</p>	
File Description	Documents
Paste link for additional information	http://gncewkpt.com/wp-content/uploads/2023/09/6.1.1-Vision-and-Mission-1.pdf
Upload any additional information	No File Uploaded

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

The Principal of the institution works with the constant support and encouragement from the top management. She executes total democratic leadership style. Though total decentralization and freedom is given to the principal and all the teacher educators to take decisions to smoothly conduct various activities of the institution but this academic and financial freedom comes with the accountability, the Principal is answerable to the chairperson of the trust.

The functions of decentralized administration are as follows:

- The Principal has direct contact with administrative staff, faculty, library staff and various committees to collect and integrate data.
- The administrative office collects the information of students through their admission forms and feed it in computers so as to retrieve whenever needed by any component of the system.
- The practicing schools are dealt in by the Skill-in-Teaching in-charges who are members of the faculty.
- The institution works on the principle of participative management and different committees are framed with well-defined roles. These committees enjoy autonomy in the conduct of activities and take decisions in their meetings with the principal.
- Clear division of work and duties is done in the institution to reach the goal of effective administration.
- Views of all members and students are welcomed as valuable suggestions. For the qualitative improvement of the educational provisions, meetings are held among different components of administration.

File Description	Documents
Paste link for additional information	http://gncwkpt.com/wp-content/uploads/2023/09/6.1.2-AND-6.2.2-Organogram.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The College has taken initiatives for below mentioned portfolios by planning and formulating course of action for better utilization of available human resources and infrastructure:

- **Curriculum Development:** The Curriculum Revision Programme is governed by the head of the institution along with faculty Members time to time according to the needs of students.
- **Admission of Students:** The institution has a transparent admission process which is strictly done as per the norms laid down by NCTE Act 1993. The admission to B.Ed. course in this college is in accordance with the centralized procedure conducted by Guru Nanak Dev University- Amritsar, Punjabi University-Patiala and Panjab University-Chandigarh in rotation on the behalf of Punjab Government.
- **Teaching and Learning:** It includes ICT integrated Teaching-Learning, Co-operative Learning, Team Teaching, Use of E-sources, Seminar, Peer- Tutoring, Group Discussion, Remedial teaching for academically weak students,
- **Examination and Evaluation:** It is done through Diagnostic Approach and Remedial Teaching for academically weak students, Enrichment Material to Meritorious student, Discussion of Question Bank in the class, Preparation of answer keys, Execution of Supervised Class Tests, Provision of supplementary examination for absentees and failures.
- **Research and Development:** Action research, Publication of Articles, Development of Achievement Test in Mathematics for class IX, Development of Computer Based Diagnostic Test in Mathematics for Class IX, Surveys etc.
- **Library, ICT and Physical Infrastructure / Instrumentation:** Addition of new text books, reference books ,e-material and educational CDs in the library, Upgradation of Computers and Technological Equipments, Wi-fi enabled campus, Free access to Internet for faculty and students,

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	http://gncewkpt.com/wp-content/uploads/2023/09/6.2.1-Strategic-Plan.pdf
Upload any additional information	No File Uploaded

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

The organizational structure of the college facilitates its smooth functioning. To ensure the effective functioning and management of various institutional activities like academic, cultural, skillin-teaching and research, various committees / cells have been constituted and are functional. The administration of the institution is decentralized, duties and responsibilities are assigned to the faculty members and other support staff as per their skills, abilities, interest, talent and experience. Each one had their plan of work, they work with the collaboration of other faculty and students as well. For the smooth functioning of these bodies/cells/committees various programmes are being organized from time to time. Meetings are chaired by the principal of the college and every agenda of the meeting is discussed properly and the record of the same is maintained through minutes of the meetings. All vacancies to the various posts are filled according to the Statutes and procedures laid down by the NCTE and the Guru Nanak Dev University, Amritsar. The Institute strictly abides by the service rules as well.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	http://gncewkpt.com/wp-content/uploads/2023/09/6.1.2-AND-6.2.2-Organogram.pdf
Upload any additional information	No File Uploaded

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

E. None of the above

Support Examination	
File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	No File Uploaded
6.3 - Faculty Empowerment Strategies	
6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff	
<p>The Institute provides and implements various welfare measures for the teaching and non-teaching staff. Few are listed below:</p> <p>For Teaching Staff: The faculty were provided with C.P.F, Loan Against C.P.F, Gratuity, Maternity Leave immediate medical facilities, fully AC staff room, an electric food warmer, refrigerator, a kitchen platform with sink and a water filter.</p> <p>Non-Teaching Staff: The Admin and support staff have been provided with C.P.F, Loan Against C.P.F, Gratuity, Maternity Leave, immediate medical facilities, fully AC administrative office, an electric food warmer, refrigerator, a kitchen platform with sink and a water filter. etc.</p> <p>Faculty and staff are free to use the college facilities such as library, computer lab, internet, etc. They are also allowed to go and attend to small jobs like submitting children's completed course work as the pandemic had kept children away at home or meet the teachers regarding their children's progress. They have also been allowed to attend to small medical needs by seeing the medical staff if and when needed.</p>	

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

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

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

00

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

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

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

00

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

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

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

03

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

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

To improve teaching, research and service of the faculty, the institution has evolved a comprehensive and continuous evaluation mechanism as follows:

- Teacher-educators appraise themselves through a questionnaire for Self-Appraisal. At the end of the academic year teacher-educators reflect upon their performance and answer very objectively and sincerely to the questions in the questionnaire. It is analysed and compared with that of the appraisal done by the principal.
- The teacher-educators are appraised from the student's perspective through the feedback and informal interaction with student teachers. A questionnaire is used to take feedback from the student teachers about the performance and guidance provided by each teacher-educator. The questionnaire consists of ratings on the Knowledge base of the teacher, Methods of Teaching, Communication Skills, Interest generated by the teacher etc.
- The students can also give feedback or put forward their grievances arising out of dissatisfaction about teacher-educators through the Suggestion Box, Grievance Redressal Cell and Student Council.

Any shortcoming is brought into light and communicated to the person concerned for the purpose of improvement. The aim of assessing the services of the faculty is to suggest measures to make their teaching more effective and successful.

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

6.4 - Financial Management and Resource Mobilization

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

Accounts of the institution are audited regularly. Accounts of 95% deficit grant-in-aid are audited by pre-Audit Cell (F &A) DPI (Colleges) Punjab, Internal Audit Organisation (F & A) Punjab & Accountant General Government of Punjab. Chartered Accountant appointed by Montgomery Educational Trust audits the other accounts of institution regularly. There are no major paras pending related to finance/recovery. Procedural objections raised were dropped/settled side by side.

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

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

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

00

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

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

The institution is grant-in-aid institution. Government is paying 95% salary and allowances of the permanent faculty members, which is the major expenditure as far as the institution is concerned. In return a part of the fee collected from the students is deposited in Government account.

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

6.5 - Internal Quality Assurance System

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

The institution has established IQAC in the year 2010. The aim is to enhance quality. For quality sustenance of the institution,

IQAC interacts with the teachers and students to bring excellence in the quality of teaching and learning. Quality in education is ensured through mutual discussions and then, the plans are chalked out. IQAC functions in absolute co-ordination with staff, cells and committees to develop operational mechanisms to facilitate the institution towards academic excellence. Time frame is set and reports and records are maintained by the concerned committees and cells and the same is submitted to IQAC for review.

MAJOR ACTIVITIES UNDERTAKEN: To maintain the high academic standards the college holds regular meetings of IQAC. As recommended by IQAC from time to time, the following functions have been performed by the institution:

- Documentation of all major activities
- Best Practices initiated
- Organization of Extension Lectures
- Technological Advancement
- Formal Feedback System
- Innovative Teaching Techniques
- Establishment of Placement Cell, Guidance and Counseling Cell, Women Empowerment Cell
- Faculty Enrichment
- Library Enhancement
- Community Work
- Celebration of National and International Days
- Conducting remedial teaching for slow learners

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

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

To ensure the quality of academic programmes, the college adheres to the norms and conditions laid down by concerned regulatory bodies. Moreover, the institution undertakes following activities to enhance the quality of its programme:

- Development of academic calendar
- Organization of Orientation programme to familiarize the

students about course

- Preparation of annual teaching plan as well as detailed course outline by faculty members
- Use of innovative teaching methods in the classroom
- Weekly class tests for improving the performance of students
- Assignments on the topics relevant to syllabus
- Emphasizing quality improvement, particularly with focus on the results
- Identification of low achievers and provision of remedial teaching
- Organization of inter-house competitions in skill-in-teaching, teaching aid preparation, power point presentation etc.
- Feedback from students regarding strengths and weaknesses of the institution
- Preparation of question banks to guide the students for examination
- Organization of extension lectures and workshops
- Peer observation of practice teaching lessons by students
- Observation of practice teaching lessons by the school teacher and principal
- Report to management about institutional performance and achievement
- Meetings with school principals seeking their suggestions for the qualitative improvement of teacher training programme
- Model macro as well as micro lesson plans
- Provision of study material to student teachers through common login ID
- Honor to university merit positions holders by giving away prizes and certificates
- Honor to students who get first three positions in the house examinations
- Facilities of book bank and student aid fund to needy students
- Availability of adequate ICT facilities for quality enhancement

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

6.5.3 - Quality assurance initiatives of the

D. Any 1 of the above

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

File Description	Documents
Paste web link of Annual reports of Institution	http://gncewkpt.com/wp-content/uploads/2023/09/ANNUAL-REPORT-2020-21.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The college is a single gender (women's) prestigious college in the Kapurthala region. The College believes strongly in the value of gender equity. Our vision rests on creating a safe space for our students and providing gender sensitive and empowering education. we have created a vibrant campus environment that allows girl students to think critically and act creatively. Each and every activity is meant for women empowerment. The Women Empowerment Cell in college takes steps each year to create awareness on gender issues.

File Description	Documents
Annual gender sensitization action plan	<u>Nil</u>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<p><u>The college is a single gender (women's) prestigious college in the Kapurthala region. The College believes strongly in the value of gender equity. Our vision rests on creating a safe space for our students and providing gender sensitive and empowering education. We have created a vibrant campus environment that allows girl students to think critically and act creatively. To promote the same message among the students and staff, girls students are made aware about health sanitization, hygiene etc. so on the year. Each and every activity is meant for women empowerment. The Women Empowerment Cell in college takes steps each year to create awareness on gender issues and looks after safety and security of the girls. Specific facilities for women:- a) Safety and Security The college campus is fully secure and safe for all the girls' students. Women Cell and staffs in college looks after the security of girls. Students are provided single door entry in the campus. b) Counseling To make international women's day on 8th march 2021, the women empowerment cell of our college took an initiative and the awareness programmer was organized. c) Common room • Girls' students are provided with a separated room with the required facilities. • Rooms were cleaned properly.</u></p>
7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

Waste management is carried out at the institute in compliance with local and state guidelines. The culture of waste management practices goes a long way in ensuring that environment is preserved, recycling is carried out effectively. The procedures, howsoever simple they may be requiring continuous effort, education and training of all involved. The college has a clear waste management policy for disposing off waste. We try to create a consciousness among staff and students about the ways in which waste is generated and the means by which they can reduce waste generation and manage the waste they produce. There are separate-coloured bins for dry and wet waste. Use of steel tiffin, bottle and cloth bags is encouraged. Single use plastic is strictly prohibited in the campus. The dry saleable materials like paper, files and other waste are regularly sold. For e-waste management, instead of taking CD'S from students, data is taken in Pen drives or through email. students are advised to minimize water wastage, turning off taps when not in use and report any leaking taps. The lawns of the campus help to replenish the ground water. Every effort is taken by the staff and students to reduce wastage in canteen and washrooms. Segregation of waste is done on daily basis. The waste thus collected from the campus is collected by the garbage collectors. For Liquid waste management, waste water of kitchen and rain water is recycled by using it for the watering trees and plants..

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	E. None of the above
File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded
7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1.Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3.Pedestrian Friendly pathways 4.Ban on use of Plastic 5.landscaping with trees and plants	D. Any 1 of the above
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	E. None of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

<p>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment</p> <p>5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</p>	E. None of the above
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File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

<p>7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).</p> <p>Our college has organised several programs for providing on inclusive environment in campus for promoting harmony regarding cultural, regional and other diversities. College organises several community works like Awareness regarding Corona virus, visit to various community centres like Nehru Yuva Kendra, Women</p>

cell, Sukhjit Ashram, Red Cross Society, Orphanage home etc. Cultural events are organised like Talent Hunt, Celebration of International Language Day, World Environment Day, Independence Day, Republic Day. To maintain diversity college organises, Rangoli Making, Essay Writing Completions, Slogan Writing Completions etc. The institute also celebrates major religious and national festivals. Theme based morning assemblies are conducted to create awareness regarding such issues and inculcate in students' different values. . College organises various health awareness programme like celebration of International Yoga Day. All the students are inspired by participating in various programmes and activities. The institution does not discriminate against anyone on the basis of caste, creed or faith.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

Our institution believes in giving holistic all-round education to the students and sensitizing them on our constitutional rights, values, duties and responsibilities is one of the primary educations given at the institute through various means. Sensitization of students and employees of the Institution to the constitutional obligations is done through curriculum as well as through extra-curricular activities. Many of the subjects offered have topics which sensitize the students about the constitutional obligations. The University has introduced compulsory papers like Contemporary India and Education, Gender School and Society, Education and Development, Understanding the Learner and Learning Environment, Field Engagement with Community etc. to create awareness and sensitizing the students and employees to constitution obligation. In addition to this many regular programs are conducted by various Clubs, Committees and Cell of the institute to educate their rights. Morning Assemblies are our regular feature which pay more emphasis on social issues and celebrated Days of national importance on various rights, duties and responsibilities of citizen. Every year Republic Day is celebrated by organizing activities highlighting the importance of Indian Constitution. Independence Day is also celebrated every

year to highlight struggle of freedom and importance of Indian constitution.

The thoughts, quotations, and constitutional preamble displayed in the campus make the students and staff aware of constitutional values, rights, duties and responsibilities of the citizens.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

D. Any 1 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

The College makes an effort to celebrate National and International commemorative days, events and festivals with great zeal and enthusiasm. Following important days are celebrated like

Celebration of 400th Birth Anniversary of Sri Guru Teg Bahadur Ji, Constitution Day, Lohri Festival, National Cancer Awareness Day, Gandhi Jayanti, Guru Nanak Jayanti, Hindi Diwas, Independence Day, National Science Day, National Unity Day, National Voters Day, Republic Day, International Day of Yoga, Teachers Day, International Mother Language Day, World Environment Day, International Women's Day etc.

However, this year due to Covid-19 restrictions, some of the events were held symbolically and celebrated virtually.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	View File

7.2 - Best Practices

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

Best Practice-I

Title of the practice: multifaceted development of the students through a number of scholastic and co-scholastic activities

Celebration of 400th birth anniversary of sri guru teg bahadur ji

- Inter college calligraphy and poster making competition

13/08/ 2020.

Shubh Arambh

15/02/2020.

Talent Hunt

23/02/2020

Club /Cell activities

Club

Activities

Samarpan club

1. Celebration of international language day

2 Online poetical recitation competition

Women Empowerment cell

Celebration of women's day

Drug Counselling cell

International webinar by NGO roots for being on the topic "share facts on drugs"

ICT club

Power point presentation

Sports club

Workshop on asanas and pranayama

Arya-Einstein club

Celebration of world environment day

Red Ribbon club

Awareness program regarding coronavirus

Celebration of International women's day

19/03/2021

Farewell

18/09/ 2021

Best practice - II

Title of the practice: reinforcement of the practical facets of academics through community services

Vaccination camp

The vaccination camp was organized on August 2, 2021 in the college. In this camp a team from the local civil hospital, immunized the persons aged above 18 years in which mainly college students, staff and family members were there.

covid - 19 awareness with community

Our students creating awareness in the community by making and distribution of masks to needy people and also aware about precautions regarding this.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

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

The college focuses on vitalizing teaching-learning process, ICT, Human Values and interactive relationship with all the stake holders for the holistic development of students. The institute aims to prepare passionate, innovative teachers with commitment to excellence and professional outlook. To honor cultural and spiritual diversity a fertile ground is provided for its presentation and promotion. There is an ambience of work culture, respect, cooperation, peaceful, co-existence and team work. Our teachers participate in various international seminar, workshops, Webinars, Conferences for their professional development. True to the vision, priority and thrust of the institution, the college has tried to impart holistic education among the students. Students are continuously engaged in the teaching learning process and their personal and collective responsibility is encouraged. College has stressed upon the need for value-based education.

Utmost care has been taken to help students imbibe the values through curricular, co-curricular and extracurricular activities. The emphasis on soft skill development has enabled the students to tackle various issues which are commonly faced in their daily life. They appreciate the dignity of labour. Our endeavors and thrust on holistic education with emphasis on value education and skill development has proved to be very useful for the institution.

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

7.3.2 - Plan of action for the next academic year

1. Upgradation of ICT infrastructure
2. Library to be updated
3. To draft Academic Calendar.
4. To organise Job fest.
5. To focus on sustainable development and environmental consciousness.