YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	GURU NANAK COLLEGE KILLIANWALI
• Name of the Head of the institution	Dr. Surinder Singh
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01668222345
• Mobile no	9914566493
• Registered e-mail	gncollegekillianwali@yahoo.co.in
• Alternate e-mail	sthakur_1970@yahoo.co.in
• Address	Dabwali Malout Road
• City/Town	Killianwali
• State/UT	Punjab
• Pin Code	151211
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural
• Financial Status	UGC 2f and 12(B)

	• Name of the Affiliating University	**Panjab University Chandigarh**
	• Name of the IQAC Coordinator	**Dr. Bharat Bhushan**
	• Phone No.	**01668222345**
	• Alternate phone No.	**01668222345**
	• Mobile	**9914811200**
	• IQAC e-mail address	**gnck.iqac@gmail.com**
	• Alternate Email address	**gncollegekillianwali@yahoo.co.in**

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

https://www.gnckillianwali.com/uploads/AQAR201920.pdf

4.Whether Academic Calendar prepared during the year?

Yes

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

https://www.gnckillianwali.com/aqarfiles/academiccalendar2020-21.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.55**	**2015**	**15/11/2015**	**14/11/2020**

6.Date of Establishment of IQAC

01/07/2015

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
nii	**nil**	**nil**	**nil**	**nil**

8.Whether composition of IQAC as per latest NAAC guidelines

Yes

• Upload latest notification of formation of IQAC

View File

9.No. of IQAC meetings held during the year

6

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

• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**
• If yes, mention the amount	

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

Renovation and painting done in the college building
Three new main gates are installed and main gate pillars are repaired
Motivated students and teachers to actively participate in online curricular and co-curricular activities due to COVID-19
Sent cases for approval of regularization of Teaching and non-Teaching
Tree Plantation done time to time and created awareness about job opportunities among students by distributing 'Ghar Ghar Rozgaar Patrika'

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
It was decided that National and International webinars of different disciplines would be conducted by the respective departments during this session.	Series of 10 webinars dedicated to 400th birth anniversary of Shri Guru Teg Bahadur Ji was organised
It was decided to plant trees time to time	It is attained
It was decided to organise Free Coaching classes in the subjects English, Commerce ans computer to motivate the rural students (+2 pass out) because our college is situated in rural area in the May-June 2021.	It is attained by organizing classes in July 2021 due to COVID-19
It was decided that renovation and painting of the building would be done	It is attained
it was decided that three main gates of the college would be changed	It is attained by installing three new main gates
it was decided to renovate the auditorium and green rooms	It is attained

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

- Name of the statutory body

Name	Date of meeting(s)
Guru Nanak Society (Regd. Mandi Dabwali)	10/08/2021

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	11/01/2022

Extended Profile

1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	**139**

File Description	Documents
Data Template	[View File](#)

2.Student	
2.1 Number of students during the year	**451**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**427**

File Description	Documents
Data Template	[View File](#)

2.3 Number of outgoing/ final year students during the year	**124**

File Description	Documents
Data Template	[View File](#)

3.Academic	
3.1 Number of full time teachers during the year	**22**

File Description	Documents
Data Template	[View File](#)

3.2	**28**

Number of sanctioned posts during the year	

File Description	Documents
Data Template	<u>View File</u>

4.Institution	
4.1 Total number of Classrooms and Seminar halls	**26**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**9.99**
4.3 Total number of computers on campus for academic purposes	**39**

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

Guru Nanak College is permanently affiliated with Panjab University Chandigarh since 1956, the college follows the syllabus framed by university itself. The college ensures effective curriculum delivery to students through well planning done before starting of new session. A general meeting is called by the Principal in the beginning of session to prepare curriculum plan by each department for effective curriculum delivery. It is coordinated at the departmental level under the guidance of the heads of different departments. Then each department plans and divides the curriculum semester wise. Further, to make the delivery of curriculum more effective, extension lectures are organised by the college to enhance the quality of curriculum for the students. Mid- term corrections are made by teachers, if required. The institution has taken up the following initiatives for effective curriculum delivery:

- **Advanced learners are encouraged by giving prizes and scholarships. Efforts are also made to keep the faculty updated.**
- **The faculty is motivated to adopt computer aided teaching**

methods and learner centred teaching.

- Library and other learning resources are regularly updated and students are motivated to utilize the Inflibnet and other facilities.
- Staff meetings are held to sensitize the teachers towards their responsibilities, adopt innovative teaching methods.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.gnckillianwali.com/aqarfiles/1.1.1%20additional%20information%20AQAR.pdf

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

To achieve its motto, the college is providing B.A., B.com. M.A., M.Com. PGDCA and C.B.A., and is affiliated to Panjab University, Chandigarh. The University provides the tentative academic calendar every year before the start of academic session. Thereafter the college plans its annual curricular, co-curricular and extra-curricular activities and prepares a combined academic calendar for the year before the start of new session and it is communicated to the departments through their heads. The heads of the departments, with the help of their staff members, prepare a monthly activity plan to complete the syllabus within the given time frame and deliver it to the students effectively. Regular monitoring is undertaken by Principal to keep a check on proper adherence of the academic calendar. Also, Review Meetings are conducted by the Principal to inspect whether the implementation as well as progress of the curricular and extra-curricular activities is according to the academic calendar and changes are made if the requirement arises. All the academic and extra-curricular activities in the previous year are published in the next year prospectus for the information of newly admitted students and also displayed on the College website, Instagram, Telegram and Facebook page.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.gnckillianwali.com/aqarfiles/1.1.2%20additional%20information%20AQAR.pdf

1.1.3 - Teachers of the Institution participate in `B. Any 3 of the above`
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

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

1.2 - Academic Flexibility

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

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

5

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

0

File Description	Documents
Any additional information	[View File](#)
Brochure or any other document relating to Add on /Certificate programs	[View File](#)
List of Add on /Certificate programs (Data Template)	[View File](#)

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

12

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

1.3 - Curriculum Enrichment

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

Guru Nanak College Killianwali gives its best to develop the students and make them a better citizen by inculcating human values and skills in them for their life. Various activities oriented at developing professional ethics, human values and other values are as follows:

1. **Spiritualism and Human Values: The activities like celebration of International Yoga Day, various festivals like Gurpurab, Janamashtami and Blood donation camps etc. are organised from time to time**
2. **Environment sensitivity and Gender equality: The College strives to sensitize students about the environment by Tree plantation activities every year and by arranging N.S.S. Camps on social issues. Various other activities like Extension lectures, Poster Making, Group Discussion, Paper reading competition, Essay Writing etc. are also organised by various departments.**
3. **Life Skills: The college conducts Athletic Meet every year. Talent hunt is also organised by cultural committee of the college and youth and heritage festival organised by university as per their schedule every year.**

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4. **Professional Ethics: To develop the students professionally, class discussions anddebates, ICT based presentations are organised. National and International Seminars/Conferences, Interview skills, Ice breaking session, Educational tours, Fresher's parties and farewell parties, Business and religious quizzes etc. are organised.**

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

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

26

File Description	Documents
Any additional information	View File
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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://www.gnckillianwali.com/aqarfiles/1.4.1%20additional%20information%20AQAR.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.gnckillianwali.com/aqarfiles/1.4.2%20additional%20information%20AQAR.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

451

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

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

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

117

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

2.2 - Catering to Student Diversity

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

The students of different calibres are admitted in the institution with the motto "EDUCATION FOR ALL". As every class is a blend of intelligent and average students, the institution tries to cater to the diversified needs of different students depending on their learning abilities.

Initiatives for Advance Learners:

• Advance-level reference books and study material

The students with active learning abilities are provided with various books of renowned authors of respective fields other than textbooks and also encouraged to utilize facility of N-LIST, E-pathshala, Swayam and various government e-resources so to enhance their knowledge.

• Guidance for career planning

Career Counselling Cell of institute provides appropriate guidance to them so that they can choose their career path depending on their

goals and aspirations.

- **Extension lectures and seminars**

Apart from the regular classroom learning, the institute invites various external scholars and professionals for extension lectures and seminars.

Initiatives for Slow Learners:

- **Adequate doubt sessions beyond the working period**

Doubt sessions are provided where they can clear their doubts easily and faculty tries its best to explain the tough topics in simpler ways.

- **Remedial classes**

Remedial classes are provided to address the gaps in learning abilities for slow learners.

File Description	Documents
Paste link for additional information	https://www.gnckillianwali.com/aqarfiles/2.2.1%20aqar.pdf
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
451	22

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

To sharpen critical thinking among students, faculty of the

institution adopts various teaching learning methodologies which include internships, role playing, management games, workshops, group discussion, group learning, interview method etc. In order to have knowledge of current practices, the students are also engaged in field study, service learning & volunteering.

Experiential Learning:

• Independent learning projects are given to students for their growth and development. Students get project work/summer training etc. for real world knowledge of academics.

• Field work is assigned to students as per their syllabus requirements

Participative Learning:

• Group discussions are organised from time to time for development of interpersonal skills of students.

• Role playing technique is used to let the students understand management concepts and developing their confidence.

• Debates and discussions are organised for students to let them know the current issues and to improve their presentation skills. It also helps in encouragement to advanced learners.

• Group projects are assigned to students for promoting teamwork among them.

Problem Solving Methodologies:

• Quizzes & management games are organised.

• Case study analysis is done in order to develop intellectual capabilities of students.

• Class discussions are organised for in depth understanding in class.

File Description	Documents
Upload any additional information	[View File]()
Link for additional information	[https://www.gnckillianwali.com/aqarfiles/2.3.1%20aqar.pdf]()

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

Higher Education Institutions use a diverse set of ICT tools to communicate, create, disseminate, store, and manage information. In some contexts, ICT has also become integral to the teaching-learning interaction; ICT is a potential powerful tool to increase learner's motivation and engagement by facilitating the acquisition of basic skills and by enhancing teaching learning process. For maintaining pace with current tech dynamics, the institution encourages the use of ICT to make both students and teachers tech -savvy. In addition to chalk and talk method of teaching the faculty members of the institution are using ICT enabled teaching learning tools such as PPT, video clipping, smart boards and other online sources to expose the students for advanced knowledge and practical learning. The institute also provides e-learning atmosphere in the classroom. Various E-resources and techniques used by the teaching staff are N-List, E- Journal, E-Shelf, Whatsapp and Youtube. E-library is developed to meet the demands of the students and INFLIBNET services offered by the library also contribute in teaching learning process.All theteachers are well versed with the modern technology which makes the current teaching learning process more interactive to sustain the interests of the students.

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

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

2.3.3.1 - Number of mentors

13

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

22

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	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

6

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

208

File Description	Documents
Any additional information	[View File](#)
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	[View File](#)

2.5 - Evaluation Process and Reforms

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

The following points explain the transparent mechanism of internal assessment followed by the institution:

- **Internal Examination**

An examination committee is constituted to coordinate the internal examination related activities and it communicates all the necessary information to the students, teachers and the administrative staff. After the examinations, the answer sheets are carefully evaluated by the teachers and then these answer-sheets are circulated to the students so that they can approach the respective teacher in case they need any clarification about the marks obtained or the checking scheme.

- **Assignments**

Questions based assignments related to specific subject topics are given to the students to assess their knowledge and understanding of the concerned subject. Then these assignments are evaluated and questions are discussed with the students.

- **Project Work& Presentations**

Along with the regular classroom learning, students are assigned with some project work as well as presentations as per the University ordinance. Students are then evaluated on the basis of presentation, topic selected and language competence.

- **Regularity in classes**

The students are encouraged to attend classes regularly as they are well acquainted with the university norms that there is due weightage given to attendance in the internal assessment.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://www.gnckillianwali.com/aqarfiles/2.5.1%20aqar.pdf

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

The academic committee constituted in the institution handles the grievances related to the internal/external examinations meticulously. The college strictly follows the guidelines issued by the university while conducting internal/external examinations. Schedule of internal examinations is well prepared in advance and communicated tostudents. Prior to the commencement of the examination, the prepared seating arrangement is made available to the students to avoid any kind of haphazardness.

Following points explain the grievance handling mechanism of the institution:

• The institution adopts the criteria as prescribed by the University which supports a complete transparent assessment and grievance handling system.

• Emphasis is laid on centralization by constituting an academic committee that handles allinternal/external examination related grievances so that students are spared from any confusion or inconvenience.

• To ensure transparency, the institution gives freedom to all the students that they can put their notes of grievances or any kind of dissatisfaction relating to internal/external examination in the suggestion box.

• In case of internal examination, the assessment report is shown to students; if any grievance is there it is resolved immediately. The institution tries to keep mechanism transparent by providing detailed information about the whole grievance handling process to the students.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://www.gnckillianwali.com/aqarfiles/2.5.2%20aqar.pdf

2.6 - Student Performance and Learning Outcomes

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

Programme Outcomes (POs): POs deal with the general aspect of education for a particular program, and the competencies and expertise a student will possess after completion of the program.

Programme Specific Outcomes (PSOs):These are the statements which define the outcome of a programme and make the student realize the different facets of the course.

Course Outcomes (Cos):These are the resultant knowledge and facets that the student attains at the end of the course. COs are set by the institution, by consulting with the department heads, faculty, students and other stakeholders.

The institution makes every effort to communicate programme outcomes and course outcomesto all the teachers and students. Following steps are followed for this purpose:

• The Programme Outcomes are published at College Website: www.gnckillianwali.com

• The evaluation and assessment process of programme and course outcomes is communicated to all the teachers in IQAC meetings and College Academic Committee meetings.

• The institution encourages teachers to make students well aware of the programme outcomes and course outcomes through classroom discussions.

• The outcomes of on-going course are also given due consideration and at various stages like commencement of each unit and after the completion of the unit, the outcomes are analyzed.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://www.gnckillianwali.com/aqarfiles/2.6.1%20aqar.pdf
Upload COs for all Programmes (exemplars from Glossary)	[View File](#)

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

The institution follows the curriculum provided by the University for the evaluation of programme outcomes and course outcomes. After the evaluation of the programme outcomes and course outcomes, the institution communicates the same to the students through a formal discussion in the classroom. The institution ensures the attainment of POs, PSOs and COs by adhering to the academic calendar of the university, maintaining academic records of every year and reviewing the students' progression to higher studies and their placement. The institution also tries to attain the course outcomes and program outcomes by engaging the students in various programmes like N.S.S. Activities, Youth Festival, Career Counselling, Various intra/inter college level competitions, Health Awareness Programs, writing Articles, Poems and Essays etc. for the college Annual Magazine Nanak Jotetc.

Further the following points explain the formative and summative approaches for the assessment and evaluation of the programme outcomes and course outcomes:

• Formative assessment

1. Class tests/ Snap tests

2. Assignments and discussions

3. Internal examination or semester systems

4. Project Work and Presentation

• Summative assessment

To ascertain the extent of accomplishment of the pre-determined programme outcomes and course outcomes, the institution conducts

semester examinations as prescribed by the university.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://www.gnckillianwali.com/aqarfiles/2.6.2%20aqar.pdf

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

124

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	[View File](#)
Paste link for the annual report	https://www.gnckillianwali.com/aqarfiles/2.6.3%20aqar.pdf

2.7 - Student Satisfaction Survey

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

https://www.gnckillianwali.com/uploads/sss2020-21.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

3.1.2.1 - Number of teachers recognized as research guides

2

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

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

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

0

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

3.2 - Innovation Ecosystem

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

To augment the proficiencies of teachers as well as students, the institution provides suitable atmosphere, infrastructure and

appropriate resources to involve/encourage themselves in research and innovative activities. A research committee is also constituted which comprises of faculty members having Ph.D. degrees and research aptitude to address the research issues.

Initiatives taken by the institution to inculcate the spirit of research among the faculty as well as students:-

· The library is well equipped with the computer systems, internet facilities, N-List, E-Books, E-Journals, E-Shelf and Wi-Fi connections which are provided to both faculty and the students so that they can do their research work without any hindrance and access the plethora of information available on the internet.

· Proper guidance and assistance is provided by the Principal as well as the research committee to increase and improve the research efficiency.

· The institution also having well-furnished seminar and auditorium halls to conduct seminar, guest lectures, and discussion on technical paper/project presentations, cultural and screening of informative educational movies etc.

The college time to time conducts Seminars/Webinars, Workshops, faculty development programs, extension lectures on research guidance and counselling etc. which induce effective knowledge creation and transfer in the institution.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.gnckillianwali.com/aqarfiles/3.2.1%20aqar.pdf

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

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

68

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

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

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

2

File Description	Documents
URL to the research page on HEI website	https://www.gnckillianwali.com/aqarfiles/3.3.1%20aqar.pdf
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

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

18

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

1

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

Guru Nanak College Killianwali aims at development of social skills among students to make them good citizens of the society as well as to sensitize a feeling of care for society among them. Various departments and committees of the college strives at building good character among students by making them aware of social issues such as Gender Equality, Environmental Pollution, Drug Abuse, Helping the needy people, Women Empowerment and role of education in our life etc. During last five years, under the leadership of Principal, the college has tried its best to bring social changes among students in a positive and productive way by engaging them in number of social service activities. The college has an active Alumni Association which organizes Blood Donation camps every year to promote a feeling among students for service to humanity. To infuse patriotism among students the institute conducts campaign of "Flag Collection" on Armed Forces Flag Day on 7th December. International Yoga Day celebration, Fit India Campaign etc. are encouraged among students to fight against stress, to promote health consciousness by cycling and other fitness activities for a healthier life.

File Description	Documents
Paste link for additional information	https://www.gnckillianwali.com/aqarfiles/3.4.1%20aqar.pdf
Upload any additional information	View File

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

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

2

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

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

40

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

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

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

189

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

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

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

7

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

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

4

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

To provide positive atmosphere for student's learning, our college gets a perspective plan regarding creation andenhancement of infrastructure. The college constructs new rooms for opening of new courses. The policy of the institution for infrastructure is chalked

out by the Managing Committee with the help of IQAC, Building
Committee and Maintenance Committee. The infrastructural enhancement
is funded on theavailability of the funds by the management.

The college has a magnificent double storey campus which is spread
over 11 acres of land. It is situatedon National Highway NH-9. The
college has separate block for administration, class rooms with
proper lighting and ventilation, and a residential accommodation for
Principal inthe college campus. There is a common room for girls, a
library with Wi-Fi, E-Shelf, and engaging books. The college library
also provides N-List and many National and International
journals/magazines of different subjects. The college provides the
facility of Book Bank for needy and meritorious students.

The College has two computer labs with 32 computers along with Wi-Fi
facility. Besides this, the college hasPrincipal office, conference
room, staff room, auditorium, seminar hall etc. The college provides
the sports facilities and the facility of Gym and Swimming pool,
etc.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://www.gnckillianwali.com/aqarfiles/4.1.1%20AQAR%20N.pdf

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

Our institute integrates sports and extra-curricular activities
which are appreciated while marking the assessment of students and
while awarding them for different achievements. Our college is
having adequate facilities for sports, indoor and outdoor games. It
has different grounds, courts, tracks, a swimming pool and gymnasium
for physical and mental fitness of the students. The college has a
park for Yoga and walk.

The college encourages students to participate in Youth Festival,
different inter-college and inter-university competitions. To
achieve this, the college provides physical infrastructure like a
big auditorium, seminar hall, two open air stages to rehearse and

give final performances.

The College arranges professional coaches to train the participants. The college students also present cultural program on different days celebrated in the institution like Independence Day, Republic Day, Convocation, Teej, Lohri, Janamashtami etc.

The college always gives attention to the physical development of the students by organizing Annual Sports day and the celebration of the birthday of Major Dhyan Chand as National Sports Day. The college students also participate in inter-college and university competitions.. The college also celebrates International Yoga Day to aware the students about anxiety and mental stress with the help of NCC and NSS Unit.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.gnckillianwali.com/aqarfiles/4.1.2%20AQAR%20N.pdf

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

4

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.gnckillianwali.com/aqarfiles/4.1.3%20AQAR%20N.pdf
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)

1.537

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

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

Libraries play a fundamental role in enhancing the learning experience, providing students with the material and services they need to improve their knowledge. Our college strongly believes that a library management system is essential to reduce workload and for smooth running of the institutions. Following are the features of library in our college:

- Our college library provides enough learning space for students as well as faculty. They can access books, e-books on N-list, magazines and journals provided in the library.
- Library is open from 08:45 a.m. to 04:00 p.m. on working days.
- The library is automated with Integrated Library Management System, Winning Edge Learning Library Management system and Version- V2.
- The automation was initiated in 2015 and since then ILMS is updated annually.
- The ILMS is used for cataloguing and circulation of books to students and faculty members.
- The library is also a member of N-list which can be accessed through remote access.
- The ILMS provides user-friendly search interface based on factors like categories of books, students, etc.and maintains complete information database about authors, publishers, etc.
- All library documents are bar-coded and books are issued to users based on these barcodes.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	http://www.gnckillianwali.com/aqarfiles/4.2.1%20AQAR%20N.pdf

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources   A. Any 4 or more of the above

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

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

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

0.31287

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

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

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

8

File Description	Documents
Any additional information	[View File](#)
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

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

IT is essential to succeed in today's global environment. IT must be seen as an investment and not an expense. The infrastructural development is given priority as the College realizes the correlation between adequate infrastructure and effective teaching – learning. The strategies adopted for ensuring adequate infrastructure are as follows:-

The college carries out need - based assessment of /upgradation/addition of the existing IT and wifi facility based on the suggestions from the head of thedepartment with the help of IQAC after reviewing course requirements, computer – student ratio, budget constraints, working condition of the existing equipments.

The college also tries to upgrade the knowledge by ensuring optimal deployment of infrastructure through conducting workshops/awareness programs and training programs.

The college also ensuresto upgrade the facilities with latest technology for the computer labs, library, seminar room, office website, Software applications, UPS etc.

The institute always reviews the current needs and accordingly the internet bandwidth is upgraded. During Covid-19 pandemic phase, our institution gave high priority to high speed data network for smoothly maintaining online classes and Webinars so that the students and teachers do not face any difficulty during the online classes which helps in the smooth functioning of studies.

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional information	http://www.gnckillianwali.com/aqarfiles/4.3.1%20AQAR%20N.pdf

4.3.2 - Number of Computers

11:1

File Description	Documents
Upload any additional information	[View File]()
List of Computers	[View File]()

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

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

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

8.46

File Description	Documents
Upload any additional information	View File
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.

Guru Nanak College Killianwali is the oldest college in this tri junction area and it has sufficient academic, physical, sports, library and computer lab facilities.

*Computers and Computer Labs-

The college has two computer laboratories along with Wi-Fi facilities and college upgrades these facilities regularly andnon-repairable systems are disposed off from time to time. Record of maintenance account is maintained by lab technicians and HODs of the concerned departments.

*Library-

Our college library is enriched with books, national/international journals, magazines, newspapers and e-resources etc. The teachers motivate the students to use library, e-shelf, N-List, INFLIBNET etc. The Library has book bank facility for needy and meritorious students. Suggestion box is installed inside to take users feedback.

*Sports:

The college always provides sports facility to the students with outdoor and indoor facilities. The college with the help of Sports committee maintains and upgrades these facilities. The college also prepares the students to participate in various District and University level events.

*Classrooms-

The managing committee provides the best infrastructure in the classrooms to create healthy environment. The college has sufficient classrooms as per the courses provided. The college always maintains the cleanliness of class rooms with proper tools of cleaning.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.gnckillianwali.com/aqarfiles/4.4.2%20AQAR%20N.pdf

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

47

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	[View File](#)
Upload any additional information	[View File](#)
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

41

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

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

A. All of the above

File Description	Documents
Link to Institutional website	https://www.gnckillianwali.com/aqarfiles/5.1.3%20aqar.pdf
Any additional information	View File
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

451

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

451

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

C. Any 2 of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

5

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

9

File Description	Documents
Upload supporting data for student/alumni	[View File](#)
Any additional information	[View File](#)
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

3

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

5.3 - Student Participation and Activities

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

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

0

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	View File
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**

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

The college is committed to develop leadership qualities among the students by involving them in curricular and co-curricular activities. Our students actively participate in variousactivities of academic and administrative bodies like IQAC, Amalgamation Fund Committee, Legal Literary Club, Thinkers' Society, Punjabi Sahit Sabha etc. with the help of teaching faculty.

1. Day to day academic activities.

2. Communicating the information between students and teaching faculty.

3. Conducting events like Freshers' Party, Farewell party, Annual Function of Thinkers' Society etc.

4. Organizing Cultural events.

5. Organizing Sports/ Games and arranging Tours and Visits.

6. Vital help in collecting articles from students as Student Editor of College Magazine Nanak Jot.

7. Organizing theSeminars, Webinars & Workshops. Our student of B.A.3 Varundeep Singh was instrumental as co-convener of the webinar conducted by Dept. of Political Science.

8. The college students conduct the stage in different activities which boost their self-confidence to conduct the stage effectively.

9. The students organize tours with the help of their concerned teachers independently.

Our college authority provides necessary support to the students to develop leadership skillsthrough these activities.. Educators should consider that meaningful student involvement must be a reality that expands students' understanding of democracy.

File Description	Documents
Paste link for additional information	https://www.gnckillianwali.com/aqarfiles/5.3.2%20aqar.pdf
Upload any additional information	View File

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

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

0

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	View File
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)	No File Uploaded

5.4 - Alumni Engagement

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

The college has alumni association registered in the name of "Alumni Association Guru Nanak College" under the Societies Registration Act (XXI of 1860) and as amended by Punjab Amendment Act, 1957. Although constituted in 2006, it was registered on 28th Nov, 2016 by Regd. No. 6099. The mission of Alumni Association is to inform and inspire alumni to stay connected to their alma-mates to support college in every aspect.

President of the College Management Committee will be chief patron of alumni and secretary of the Committee will be the president of the alumni. Other office bearers in the committee will be elected for the term of three years. Presently working executive committee for 2019-22 is working under the president ship of Shri Neeraj Jindal and Secretary CA ML Grover. The executive committee consists of various sub committees like cultural, refreshment, event organizer, social service and placement cell. College also relies on alumni to provide mentoring and career opportunities to students.

To achieve its mission Alumni conducts Alumni Meets, Blood Donation Camps, Extension Lectures on different topics, sponsorship of fee of students and organizing cultural programmes. The alumni have contributed Rs. 45000 to meritorious and needy students in the year 2020-21.

File Description	Documents
Paste link for additional information	https://www.gnckillianwali.com/aqarfiles/5.4.1%20aqar.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)   E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

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Vision:

Guru Nanak College Killianwali, co-educational institution of North
India believes in developing the youth by imparting quality based
education. The motto of the college is "Strive Seek Serve".


Mission:


The basic aim of the college is to develop the mental, physical and
spiritual level of the students by imparting the knowledge of
idealistic educational courses, sports and extra-curricular
activities.


Nature of Governance:

The College follows a democratic and participatory mode of
governance with all stakeholders participating actively in its
administration. The Heads of Departments, the Conveners of various
committees and cells along with the staff representatives play an
important role in determining the institutional policies and
implementing the same for smooth functioning of the college.


Perspective/Strategic Plan

The perspective plan is developed by Principal with the help of
HOD's of various departments and Academic Council.

The perspective plan helps to streamline various processes like
teaching-learning process, evaluating methodologies, internal
assessment of the students, research progress, infrastructure
facilities etc.


Participation of Teachers in Decision-Making Bodies.
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The Principal of the college takes decisions in the academic frontiers in tune with the regulations of the PU Chandigarh. Regular affairs are the periodic discussions of the Principal along with the HODs and faculty.

File Description	Documents
Paste link for additional information	https://www.gnckillianwali.com/aqarfiles/6.1.1.pdf
Upload any additional information	View File

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

A Case Study in the institution is Fee Concession by its Fee Concession Committee which comprises three staff members namely and the office superintendent. The committee holds the meetings after the admission process is over to determine the concession criteria as per the Panjab University Chandigarh instructions under the guidance of the Principal. The committee puts the notice on the notice board to invite the applications from the deserving students as per the guidelines within minimum 10 days in the college office. After that, the committee holds the meeting to scrutinize the applications and decides the date of verification of the students' genuineness. On the particular day fixed by the committee, the committee interacts with all the applicants one by one to verify their genuineness. After that, the committee discusses the genuineness of the students and prepares the tentative list of the students for getting the concession from the college. Then the committee recommends the names of the students deserving for fee concession. Eventually the Principal along with fee concession committee finalize the list of deserving students and the concession is given accordingly.

File Description	Documents
Paste link for additional information	https://www.gnckillianwali.com/aqarfiles/6.1.2.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Our college Alumni Association was formed in 2006 and registered on 28 November 2016 with objective of fostering long-term relationship among the alumni in institutional building. Many of the alumni of our college are today in good positions in top organisations of the country and abroad. The Alumni Association is involved in various co-curricular extra-curricular activities for the promotion of social sensitivity among the students. The Association, every year, conducts blood donation camp regularly. It promotes the awareness to the people to donate their blood as donation of blood is a great act of kindness. Blood donation is like gifting somebody with a new life. Blood donation is a noble act that should be done by healthy person to save someone's life. Guru Nanak College alumni association regularly conducts Blood Donation Camp on the auspicious occasion of Prakash Utsav of Shri Guru Nanak Dev Ji. The students of our college and alumni are belonging to the Punjab, Haryana and Rajasthan donate their precious blood on this very special day. From 2017 to 2019 three Blood Donation Camps have been organized but due to COVID-19 in 2020-21 the camp could not be organized.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.gnckillianwali.com/aqarfiles/6.2.1.pdf
Upload any additional information	View File

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

Guru Nanak Society:

For the smooth functioning of the college, the college has Guru Nanak Society registered under Societies Act 1860. As per the constitution of the society there are 20 members in all. The Principal is an ex-officio member, while there are 2 Teacher Representatives in this Society.

Administrative Set Up:

The managing committee authorized the Secretary to look into the routine college work with the concern of the Principal. The Principal has his team of Departmental Heads, the IQAC Co-ordinator, the different committees and the Superintendent to assist him in the discharge of the work.

The Functions of Various Bodies:

The Principal decentralized his powers to the different committees for the routine functioning of the college. All the conveners of the committees maintain all the records which are checked by the special committee appointed by the Principal.

Service Rules, Procedures, Recruitment and Promotion Policies:

The college follows the rules and regulations which are framed by the state government, university/UGC etc. in all the service matters.

Grievance Redressal Mechanisms:

The College has Internal Complaints Committee and Women Cell in which students can put the complaints in complaint/suggestion boxes laid at prominent places.

File Description	Documents
Paste link for additional information	https://www.gnckillianwali.com/aqarfiles/6.2.2.pdf
Link to Organogram of the institution webpage	https://www.gnckillianwali.com/aqarfiles/6.2.2.pdf
Upload any additional information	View File

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

B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	[View File](#)
Screen shots of user inter faces	[View File](#)
Any additional information	[View File](#)
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	[View File](#)

6.3 - Faculty Empowerment Strategies

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

The various welfare schemes are as follows:

1. Medical Allowance and 240 days medical leave as per Punjab Government and Panjab University, Chandigarh.

2. Maternity benefits as per norms

3. Child Care Leave

4. Retiral Benefits such as leave encashment, gratuity and provident fund to the staff as per rules.

5. Loan facilities from provident fund for different purposes

6. Residential facility is provided to the head of the institution before 2017

7. Life Insurance schemes for teaching, non-teaching staff members and students.

8. Duty leave to attend the seminar, workshop, refresher and FDP etc.

9. Advance increments to the faculty members possessing higher qualification such as M.Phil and Ph.D.

10. All the non-doctoral staff members are encouraged to get enrolled for part-time Ph.D. program.

11. Canteen facility

12. Tie up with Raj Hospital in case of any emergency.

13. Only compulsory charges are collected from the wards of employees.

14. To provide the financial assistance for attending the FDP and workshop, webinars etc.

The following facilities are also provided to teaching and non-teaching staff for efficient functioning :

1. Medical leave

2. Wi-Fi facility.

3. Workspace

4. Computing facility

5. Identity cards

6. Sports facilities (gym and swimming pool)

File Description	Documents
Paste link for additional information	https://www.gnckillianwali.com/aqarfiles/6.3.1.pdf
Upload any additional information	View File

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

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

6

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

11

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

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

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

11

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

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

A good performance management system works towards the improvement of the overall organizational performance of teams and individuals for ensuring the achievements of the overall organizational mission and vision.

So Institute is following the appraisal scheme according to DPI and Panjab University Chandigarh.

To evaluate the performance of teachers:-

(i) ACR of the teaching staff members

(ii) Teaching, Learning and Evaluation related activities

(iii) Co-Curricular, Extension and Professional Development related activities

(iv) Research Publications and Academic Contributions

(v) Feedback from the students and parents

At the end of each academic year, the IQAC demands the Self-Appraisal Report from the faculty members in the proforma suggested by NAAC/ UGC /PU Chandigarh/Punjab Govt. based on the data related to the attended seminars, paper publication, chapter in book, Research paper, FDP, Short Term Course, Awards etc. collected, API scores are calculated for each of the three categories. The Principal in consultation with IQAC Co-Ordinator and with team members verify API scores achieved by the faculty members during the particular year. These scores are used for the Career Advancement

Scheme (CAS) to faculty members and for promotion to next higher position.

File Description	Documents
Paste link for additional information	https://www.gnckillianwali.com/aqarfiles/6.3.5.pdf
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

The college regularly checks and balances the total income and expenditure of the institution through the office with the help of Bursar for effective utilization of income and to take precautionary measures to restrain any major misuse of funds. The college utilizes the funds for the development and improvement of academic as well as the non-academic activities which help to improve the overall effectiveness of the college environment.

The institute has a mechanism for Internal and External audit. We have our own internal audit mechanism, in which Office clerk prepares the data and checked by the Office Superintendent then Bursar and Principal, where internal audit is an ongoing continuous process in addition to the external auditors to verify and certify the entire Income and Expenditure and the Capital Expenditure of the Institute each year. All the bills/vouchers and cashbooks are crossed examined by Bursar and Charted Accountant in each financial year. External audit is carried out by AG office Punjab. There have been no major findings / objections. Minor errors or omissions and commissions when pointed out by the audit team are immediately corrected / rectified and precautionary steps are taken to avoid recurrence of such errors in future.

File Description	Documents
Paste link for additional information	https://www.gnckillianwali.com/aqarfiles/6.4.1.pdf
Upload any additional information	View File

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

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

0.45

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

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

Institution strategies for mobilization of funds and optimum utilization FINANCIAL MANAGEMENT AND RESOURCE MOBILIZATION.

The college was established in the year of 1956 to impart the education in the rural area and permanently affiliated to the Panjab University Chandigarh. Our collegeis also recognized by the UGC under the 2(f) and 12(B). The college comes under 95% grant-in-aid scheme. The college prepares the budget in the beginning of the year which is sent to the society for their approval.The college has a provision of internal audit through the office staff members. Bursar and office Superintendent are responsible for internal check. Later on External Audit is conducted by AG office Punjab. The audited statement is submitted to the DPI (Colleges) office in time. The College has also received the grant from UGC / ICSSR for specific purposes.The college also provides the fee concession to the needy, meritorious, girl students, merit holders in the university etc. The college also utilizes the funds to purchase the library books and journals, magazines, newspaper and also do expenditure on

infrastructure, renovation and cleanliness for the improvement and betterment of the students as well as the faculty.

File Description	Documents
Paste link for additional information	https://www.gnckillianwali.com/aqarfiles/6.4.3.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

Conducting of Webinar's

The IQAC has conducted a series of webinars on the 400 Birth Anniversary of ninth guru Sri Guru Tegh Bahadur Ji. The main purpose of organising these webinar is to enhance quality in many areas. A series of webinars was conducted by all the departments in collaboration with IQAC from 8 July 2021 to 18 July 2021. Such webinars have deep impact on quality enhancement and overall development of faculty as well as students. It positively impact the academic functioning of the institute and facilitates the role of teacher as educators and mentors.

Renovation of Main Gates

IQAC primarily focus on quality enhancement. Its aim is to introduce a consistent plan of action that would lead the organisation towards progress. It involves preparing strategies for ensuring the best infrastructure to achieve goals. Keeping in view of all this IQAC has taken initiative to improve the infrastructure of our college by taking steps to renovate and get reconstructed both the main gates of the college, so that students can have best infrastructure. It will not only enhance College facilities but also students academic performance. It's very well said that well designed infrastructure can boost students academic performance.

File Description	Documents
Paste link for additional information	https://www.gnckillianwali.com/aqarfiles/6.5.1.pdf
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

Role of IQAC

These are the two examples of institutional reviews and implementation of teaching learning reforms facilitated by IQAC

1.) Lesson Plan and Execution Report : Lesson Plans have to be prepared unit wise by the faculty members according to the prescribed syllabus and have to be approved by the HOD's for reviewing their execution status and the same will be forwarded to the IQAC. Subject willingness is obtained from the faculty membersof the subjects of their interests at least two weeks before the commencement of the semester

2.) Seminars and Workshops: IQAC always motivates the faculty members to hold seminars, workshops and conferences by their respective departments. Teachers are encouraged to get their research papers published, write books, write chapters, write chapters in edited books, attend seminars/Conferences/workshops /FDPs.

Extension lectures, programmes like role play, group discussion, personal interviews, quiz competitions, creative writing competitions, essay writing competitions and visits to the banks and industries and many more activities which help to boost employability are conducted.

Teachers are encouraged to improve their qualifications. Consistent efforts are being made to make teaching-learning student centric by involving them in projects, seminars, debates, presentations etc. Library and learning resources are being updated.

File Description	Documents
Paste link for additional information	https://www.gnckillianwali.com/aqarfiles/6.5.2.pdf
Upload any additional information	View File

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.gnckillianwali.com/aqarfiles/6.5.3.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Institution shows gender sensitivity in providing facilities such as:

1. Safety and security

The college follows the directions given by UGC/state government/Panjab University for the safety and security of the students, so CCTVs are installed by the college at the entrance of the college gate, canteen, parking area, office, corridors of

different floors of the College, grounds etc.

A complaint box is set up near the Principal office, commerce departmentand library to collect any suggestions or any complaint from staff and students of the campus concerning curricular and co-curricular matters or any abuse and harassment.

The fire extinguishers have been installed in the college campus.

2. Counselling

The college hasseparate career guidance and counselling cell. Through this cell, the faculty offers guidance to the students for their future and organizes the extension lectures and visits the industries and job fairs organized by the Punjab government for their awareness.

3.Common Room:

The college has separate common rooms and washrooms for girls where they do their work in ease without any interference. In addition to Common room the college has first aid room where First Aid Box and Sanitary Napkin Vending Machine have been installed for their personal hygiene.

File Description	Documents
Annual gender sensitization action plan	https://www.gnckillianwali.com/aqarfiles/7.1.1.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.gnckillianwali.com/aqarfiles/7.1.1.pdf

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

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	[View File]()
Any other relevant information	[View File]()

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

To make the college campus eco-friendly, the college every year organizes tree plantation, NSS activities which promotes the clean and green environment in the college campus. The college NCC unit also maintains the 'Babu Nanak Chand Memorial Park' which promotes the pollution free environment. In the college campus, the college authority promotes the following waste management initiatives:-

- **Solid waste management:**

  - **To promote the neat and clean environment in the college campus, the college puts dust bins in the different places in the college campus to keep campus eco-friendly.**
  - **The college also utilizes the wooden scraps found on campus by reusing itin the process of mending damaged furniture in the classrooms, office etc.**
  - **The college also promotes recycling by selling paper waste to vendors at regular intervals.**

- **E-waste management:**

  - **To provide the facility of IT to the students, The college regularly maintains and disposes off non-functional computers, equipment and its peripherals.**
  - **To dispose off the e-waste, the college constitutes a committee to dispose of the scrap.**
  - **The college also purchases the IT equipment for the computer labs, office and library as per their demand. To upgrade the systems, the college has wifi facility at three places.**

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

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

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the

C. Any 2 of the above

following 1.Green audit 2. Energy audit
3.Environment audit 4.Clean and green
campus recognitions/awards 5. Beyond the
campus environmental promotional activities

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

B. Any 3 of the above

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

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

Every year the beginning of the session starts with the Sukhmani

Sahib Path in the college Gurudwara with the blessings of Sri Guru Nanak Dev Ji.. The college celebrates the Janam Ashtami every year.

To promote Socio Economic, the college celebrates the festivals Lohri, International Yoga Day by NCC and NSS also organizes One Day Yoga Camp, International Women's Day Celebration by the Women Cell. The college also organizes the extension lecture on Women Empowerment, Mother Language day.

The college also has the different committees like grievance redressal cell in the institute namely Women cell / Internal Complaints Committee which deals with grievances without considering anyone's racial or cultural background to sort out the complaints made by the students and staff and give the appropriate guidance/solution. Institute has code of ethics for students, teachers and other employees which have to be followed by each one of them irrespective of their cultural, regional, linguistic, communal, socioeconomic and other diversities.

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

To make the college students aware and sensitize about their rights and duties, social values and sense of responsibility being the citizen of India, the college always promotes/organizes the activities which inculcate the values among the students.

The NCC unit of the college celebrates 26th of January and 15th of August every year with Flag hoisting and NCC cadets march past on these occasions in the respect of Indian Constitution to promote the spirit of patriotism among the students and to give regard to the freedom fighters for their Independence. Apart from this, every year on 26th November, Constitution day is celebrated every year by THINKERS SOCIETY. This day is celebrated by the students and they

are enlightened about the fundamental rights, duties, values and responsibilities of citizens as stated in Constitution of India. Our constitution provides for human dignity,equality, Social justice,Human rights and freedom,Rule of law,equity and respect and superiority of constitution in the national life. the department of Political Science celebrates the 10th of December as International Human Rights Day every year. To make the students aware about their constitutional values, rights and duties, the college organizes the extension lectures.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.gnckillianwali.com/aqarfiles/7.1.9.pdf
Any other relevant information	https://www.gnckillianwali.com/aqarfiles/7.1.9.pdf

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

B. Any 3 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	View File
Any other relevant information	View File

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

To build a nation of youth who are noble in their attitude and morally responsible, the College organizes national festivals and birth/death anniversaries of Great Indian personalities. The unity which India has in its diversity that serves as the melting pot of cultures, religion, and ethnicity and develops qualities of tolerance and understanding amongst students. The College observes the following days regularly 26th of January-Republic day , 8th of March-International Women's day, 15th of August Independence day, 3rd of September- Janam Ashtami, 5th of September - Teachers Day, 2nd October - Gandhi Jayanthi. These activities are organized by staff and students of the College by initiating many of the below mentioned events:

Organizing lectures, meetings, and Conducting awareness camps, distributing published materials, conduct outreach programs and support the needy and commemorating the leaders by establishing prizes.

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

7.2 - Best Practices

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

Best Practice #1:

Title of the Practice: Alumni Engagement

Objective / Best Practice: Objectives of Alumni

To inform, engage and inspire alumni to stay connected to their alma maters, support its vision and contribute to success.

The Context:

The College conducts reunionsprograms to honour and felicitate Alumni, who are distinguished in their respective fields, are in good positions in top organizations of the country and abroad.

The Practice:

The Alumni meet at various places all over the globe and have a reunion reminiscing the past. The Alumni are invited for lectures to give students a picture of the industry and latest developments in their field. The Alumni helps and supports financially to the existing students of the college.

Evidence of success:

1. AGM - 11.10.2020
2. Natonal Webinar "Teacher's Role - 03.02.2021

in NEP Implementation"

1. Executive General Meeting of Members - 09.05.2021
2. Lecture on Zindagi Zindabaad - 13.05.2021
3. Tree Plantation in College Premises - 26.06.2021
4. Sponsorship to needy students

Problems encountered and resources required:

Since the Alumni arespread across the globe, it is quite difficult to organize reunions more frequently on campus. Nonetheless, they endeavor to meet as batches as often as possible.

Best Practice #2:

Title of the Practice : Conducting Series of Webinars to impart Quality education

Objectives of the Practice:

For quality enhancement and overall development, series of webinars conducted on 400th birth anniversary of Shri Guru Teg Bahadur Ji.

Context:

Online programs help to develop the feeling to tolerate opposite ideas of others, co-operation, emotional stability, acquires a good manner of putting questions and to answer the questions of other.

The Practice:

The purpose of webinars is to prepare a teacher to meet the

institutional requirements – academic and administrative to enhance their stature on professional fronts, to adhere to the standardized practices in the learning teaching activities to achieve the societal good.

Evidence of Success:

Apart from the seminars during the pandemic period of Covid-19, college has conducted series of Webinars dedicated to 400th Birth Anniversary of Shri guru Tegh Bahadur Ji. During this webinar series 10 webinars were organized by different departments in July.

Problems encountered and Resources Required:

Resources and facilities are basic fundamentals for any webinar to be conducted. These can include academic instructional material such as books and other related material for learning and computing facilities.

File Description	Documents
Best practices in the Institutional website	https://www.gnckillianwali.com/aqarfiles/7.2.1.pdf
Any other relevant information	https://www.gnckillianwali.com/aqarfiles/7.2.1.pdf

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

Institutional Distinctiveness

The majority of the girls of our college belong to weaker sections including SC, ST other BC and minorities without adequate access to education, health and other productive resources.

The college established a 'Women Cell/Internet Complaints Committee' in 2005 with a senior women teacher as its co-coordinator and four other internal and external members including management, an advocate, the Principal and two students.

Our college was established in 1956, the first girl student of our college Mrs. Pushpa Jindal at present is an active member of Alumni

Association of our college who is a source of inspiration for girls of our area. Our college gives exposure to the girl students to get an opportunity to participate in each and every curricular, extra-curricular, sports and extension activities very actively..

Girl students (28 girls) enroll as NSS volunteers to actively put into practice values and zeal they imbibe for life and society. Reaching out to make a difference is taken seriously by the students of NSS, extend their assistance to slums, NGO's environmental issues and also spearhead relief program in times of natural calamities. A webinar was also organized by women cell on 'Domestic Violence and Mental well-being on 11.07.2020.

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

Guru Nanak College is permanently affiliated with Panjab University Chandigarh since 1956, the college follows the syllabus framed by university itself. The college ensures effective curriculum delivery to students through well planning done before starting of new session. A general meeting is called by the Principal in the beginning of session to prepare curriculum plan by each department for effective curriculum delivery. It is coordinated at the departmental level under the guidance of the heads of different departments. Then each department plans and divides the curriculum semester wise. Further, to make the delivery of curriculum more effective, extension lectures are organised by the college to enhance the quality of curriculum for the students. Mid- term corrections are made by teachers, if required. The institution has taken up the following initiatives for effective curriculum delivery:

- **Advanced learners are encouraged by giving prizes and scholarships. Efforts are also made to keep the faculty updated.**
- **The faculty is motivated to adopt computer aided teaching methods and learner centred teaching.**
- **Library and other learning resources are regularly updated and students are motivated to utilize the Inflibnet and other facilities.**
- **Staff meetings are held to sensitize the teachers towards their responsibilities, adopt innovative teaching methods.**

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://www.gnckillianwali.com/aqarfiles/1.1.1%20additional%20information%20AQAR.pdf

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

To achieve its motto, the college is providing B.A., B.com. M.A., M.Com. PGDCA and C.B.A., and is affiliated to Panjab University, Chandigarh. The University provides the tentative academic calendar every year before the start of academic session. Thereafter the college plans its annual curricular, co-curricular and extra-curricular activities and prepares a combined academic calendar for the year before the start of new session and it is communicated to the departments through their heads. The heads of the departments, with the help of their staff members, prepare a monthly activity plan to complete the syllabus within the given time frame and deliver it to the students effectively. Regular monitoring is undertaken by Principal to keep a check on proper adherence of the academic calendar. Also, Review Meetings are conducted by the Principal to inspect whether the implementation as well as progress of the curricular and extra-curricular activities is according to the academic calendar and changes are made if the requirement arises. All the academic and extra-curricular activities in the previous year are published in the next year prospectus for the information of newly admitted students and also displayed on the College website, Instagram, Telegram and Facebook page.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://www.gnckillianwali.com/agarfiles/1.1.2%20additional%20information%20AQAR.pdf

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	B. Any 3 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	View File

1.2 - Academic Flexibility

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

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

5

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

0

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

12

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

1.3 - Curriculum Enrichment

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

Guru Nanak College Killianwali gives its best to develop the students and make them a better citizen by inculcating human values and skills in them for their life. Various activities oriented at developing professional ethics, human values and other values are as follows:

1. Spiritualism and Human Values: The activities like celebration of International Yoga Day, various festivals like Gurpurab, Janamashtami and Blood donation camps etc. are organised from time to time

2. Environment sensitivity and Gender equality: The College strives to sensitize students about the environment by Tree plantation activities every year and by arranging N.S.S. Camps on social issues. Various other activities like Extension lectures, Poster Making, Group Discussion, Paper reading competition, Essay Writing etc. are also organised by various departments.

3. Life Skills: The college conducts Athletic Meet every year. Talent hunt is also organised by cultural committee of the college and youth and heritage festival organised by university as per their schedule every year.

4. Professional Ethics: To develop the students professionally, class discussions anddebates, ICT based presentations are organised. National and International Seminars/Conferences, Interview skills, Ice breaking session, Educational tours, Fresher's parties and farewell parties, Business and religious quizzes etc. are organised.

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

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

26

File Description	Documents
Any additional information	View File
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	A. All of the above

from the following stakeholders Students Teachers Employers Alumni	

File Description	Documents
URL for stakeholder feedback report	https://www.gnckillianwali.com/aqarfiles/1.4.1%20additional%20information%20AQAR.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.gnckillianwali.com/aqarfiles/1.4.2%20additional%20information%20AQAR.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

451

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

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

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

117

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

2.2 - Catering to Student Diversity

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

The students of different calibres are admitted in the institution with the motto "EDUCATION FOR ALL". As every class is a blend of intelligent and average students, the institution tries to cater to the diversified needs of different students depending on their learning abilities.

Initiatives for Advance Learners:

• Advance-level reference books and study material

The students with active learning abilities are provided with various books of renowned authors of respective fields other than textbooks and also encouraged to utilize facility of N-LIST, E-pathshala, Swayam and various government e-resources so to enhance their knowledge.

• Guidance for career planning

Career Counselling Cell of institute provides appropriate guidance to them so that they can choose their career path depending on their goals and aspirations.

• Extension lectures and seminars

Apart from the regular classroom learning, the institute invites various external scholars and professionals for extension lectures and seminars.

Initiatives for Slow Learners:

• Adequate doubt sessions beyond the working period

Doubt sessions are provided where they can clear their doubts

easily and faculty tries its best to explain the tough topics in simpler ways.

- Remedial classes

Remedial classes are provided to address the gaps in learning abilities for slow learners.

File Description	Documents
Paste link for additional information	https://www.gnckillianwali.com/aqarfiles/2.2.1%20aqar.pdf
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
451	22

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

To sharpen critical thinking among students, faculty of the institution adopts various teaching learning methodologies which include internships, role playing, management games, workshops, group discussion, group learning, interview method etc. In order to have knowledge of current practices, the students are also engaged in field study, service learning & volunteering.

Experiential Learning:

- Independent learning projects are given to students for their growth and development. Students get project work/summer training etc. for real world knowledge of academics.

- Field work is assigned to students as per their syllabus

requirements

Participative Learning:

• Group discussions are organised from time to time for development of interpersonal skills of students.

• Role playing technique is used to let the students understand management concepts and developing their confidence.

• Debates and discussions are organised for students to let them know the current issues and to improve their presentation skills. It also helps in encouragement to advanced learners.

• Group projects are assigned to students for promoting teamwork among them.

Problem Solving Methodologies:

• Quizzes & management games are organised.

• Case study analysis is done in order to develop intellectual capabilities of students.

• Class discussions are organised for in depth understanding in class.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	https://www.gnckillianwali.com/aqarfiles/2.3.1%20aqar.pdf

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

Higher Education Institutions use a diverse set of ICT tools to communicate, create, disseminate, store, and manage information. In some contexts, ICT has also become integral to the teaching-learning interaction; ICT is a potential powerful tool to increase learner's motivation and engagement by facilitating the acquisition of basic skills and by enhancing teaching learning process. For maintaining pace with current tech dynamics, the institution encourages the use of ICT to make both students and

teachers tech –savvy. In addition to chalk and talk method of teaching the faculty members of the institution are using ICT enabled teaching learning tools such as PPT, video clipping, smart boards and other online sources to expose the students for advanced knowledge and practical learning. The institute also provides e-learning atmosphere in the classroom. Various E-resources and techniques used by the teaching staff are N-List, E- Journal, E-Shelf, Whatsapp and Youtube. E-library is developed to meet the demands of the students and INFLIBNET services offered by the library also contribute in teaching learning process.All theteachers are well versed with the modern technology which makes the current teaching learning process more interactive to sustain the interests of the students.

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

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

2.3.3.1 - Number of mentors

13

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

22

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	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

6

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

208

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The following points explain the transparent mechanism of internal assessment followed by the institution:

• Internal Examination

An examination committee is constituted to coordinate the internal examination related activities and it communicates all the necessary information to the students, teachers and the administrative staff. After the examinations, the answer sheets are carefully evaluated by the teachers and then these answer-sheets are circulated to the students so that they can approach the respective teacher in case they need any clarification about the marks obtained or the checking scheme.

• Assignments

Questions based assignments related to specific subject topics are given to the students to assess their knowledge and understanding of the concerned subject. Then these assignments are evaluated and questions are discussed with the students.

• Project Work& Presentations

Along with the regular classroom learning, students are assigned with some project work as well as presentations as per the University ordinance. Students are then evaluated on the basis of presentation, topic selected and language competence.

• Regularity in classes

The students are encouraged to attend classes regularly as they are well acquainted with the university norms that there is due weightage given to attendance in the internal assessment.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://www.gnckillianwali.com/aqarfiles/2.5.1%20aqar.pdf

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

The academic committee constituted in the institution handles the grievances related to the internal/external examinations

meticulously. The college strictly follows the guidelines issued by the university while conducting internal/external examinations. Schedule of internal examinations is well prepared in advance and communicated tostudents. Prior to the commencement of the examination, the prepared seating arrangement is made available to the students to avoid any kind of haphazardness.

Following points explain the grievance handling mechanism of the institution:

• The institution adopts the criteria as prescribed by the University which supports a complete transparent assessment and grievance handling system.

• Emphasis is laid on centralization by constituting an academic committee that handles allinternal/external examination related grievances so that students are spared from any confusion or inconvenience.

• To ensure transparency, the institution gives freedom to all the students that they can put their notes of grievances or any kind of dissatisfaction relating to internal/external examination in the suggestion box.

• In case of internal examination, the assessment report is shown to students; if any grievance is there it is resolved immediately. The institution tries to keep mechanism transparent by providing detailed information about the whole grievance handling process to the students.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://www.gnckillianwali.com/aqarfiles/2.5.2%20aqar.pdf

2.6 - Student Performance and Learning Outcomes

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

Programme Outcomes (POs): POs deal with the general aspect of education for a particular program, and the competencies and

expertise a student will possess after completion of the program.

Programme Specific Outcomes (PSOs):These are the statements which define the outcome of a programme and make the student realize the different facets of the course.

Course Outcomes (Cos):These are the resultant knowledge and facets that the student attains at the end of the course. COs are set by the institution, by consulting with the department heads, faculty, students and other stakeholders.

The institution makes every effort to communicate programme outcomes and course outcomesto all the teachers and students. Following steps are followed for this purpose:

• The Programme Outcomes are published at College Website: www.gnckillianwali.com

• The evaluation and assessment process of programme and course outcomes is communicated to all the teachers in IQAC meetings and College Academic Committee meetings.

• The institution encourages teachers to make students well aware of the programme outcomes and course outcomes through classroom discussions.

• The outcomes of on-going course are also given due consideration and at various stages like commencement of each unit and after the completion of the unit, the outcomes are analyzed.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.gnckillianwali.com/agarfiles/2.6.1%20agar.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The institution follows the curriculum provided by the University for the evaluation of programme outcomes and course outcomes. After the evaluation of the programme outcomes and course

outcomes, the institution communicates the same to the students through a formal discussion in the classroom. The institution ensures the attainment of POs, PSOs and COs by adhering to the academic calendar of the university, maintaining academic records of every year and reviewing the students' progression to higher studies and their placement. The institution also tries to attain the course outcomes and program outcomes by engaging the students in various programmes like N.S.S. Activities, Youth Festival, Career Counselling, Various intra/inter college level competitions, Health Awareness Programs, writing Articles, Poems and Essays etc. for the college Annual Magazine Nanak Jotetc.

Further the following points explain the formative and summative approaches for the assessment and evaluation of the programme outcomes and course outcomes:

● Formative assessment

1. Class tests/ Snap tests

2. Assignments and discussions

3. Internal examination or semester systems

4. Project Work and Presentation

● Summative assessment

To ascertain the extent of accomplishment of the pre-determined programme outcomes and course outcomes, the institution conducts semester examinations as prescribed by the university.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://www.gnckillianwali.com/aqarfiles/2.6.2%20aqar.pdf

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

124

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	[View File](#)
Paste link for the annual report	https://www.gnckillianwali.com/agarfiles/2.6.3%20agar.pdf

2.7 - Student Satisfaction Survey

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

https://www.gnckillianwali.com/uploads/sss2020-21.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

3.1.2.1 - Number of teachers recognized as research guides

2

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

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

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

0

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

3.2 - Innovation Ecosystem

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

To augment the proficiencies of teachers as well as students, the institution provides suitable atmosphere, infrastructure and appropriate resources to involve/encourage themselves in research and innovative activities. A research committee is also constituted which comprises of faculty members having Ph.D. degrees and research aptitude to address the research issues.

Initiatives taken by the institution to inculcate the spirit of research among the faculty as well as students:-

· The library is well equipped with the computer systems, internet facilities, N-List, E-Books, E-Journals, E-Shelf and Wi-Fi connections which are provided to both faculty and the students so that they can do their research work without any hindrance and access the plethora of information available on the internet.

• Proper guidance and assistance is provided by the Principal as well as the research committee to increase and improve the research efficiency.

• The institution also having well-furnished seminar and auditorium halls to conduct seminar, guest lectures, and discussion on technical paper/project presentations, cultural and screening of informative educational movies etc.

The college time to time conducts Seminars/Webinars, Workshops, faculty development programs, extension lectures on research guidance and counselling etc. which induce effective knowledge creation and transfer in the institution.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.gnckillianwali.com/aqarfiles/3.2.1%20aqar.pdf

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

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

68

File Description	Documents
Report of the event	[View File](#)
Any additional information	[View File](#)
List of workshops/seminars during last 5 years (Data Template)	[View File](#)

3.3 - Research Publications and Awards

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

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

2

File Description	Documents
URL to the research page on HEI website	https://www.gnckillianwali.com/aqarfiles/3.3.1%20aqar.pdf
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

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

18

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

1

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

Guru Nanak College Killianwali aims at development of social

skills among students to make them good citizens of the society as well as to sensitize a feeling of care for society among them. Various departments and committees of the college strives at building good character among students by making them aware of social issues such as Gender Equality, Environmental Pollution, Drug Abuse, Helping the needy people, Women Empowerment and role of education in our life etc. During last five years, under the leadership of Principal, the college has tried its best to bring social changes among students in a positive and productive way by engaging them in number of social service activities. The college has an active Alumni Association which organizes Blood Donation camps every year to promote a feeling among students for service to humanity. To infuse patriotism among students the institute conducts campaign of "Flag Collection" on Armed Forces Flag Day on 7th December. International Yoga Day celebration, Fit India Campaign etc. are encouraged among students to fight against stress, to promote health consciousness by cycling and other fitness activities for a healthier life.

File Description	Documents
Paste link for additional information	https://www.gnckillianwali.com/aqarfiles/3.4.1%20aqar.pdf
Upload any additional information	View File

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

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

2

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

community and NGOs) during the year

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

40

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

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

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

189

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

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

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

7

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

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

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

4

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

To provide positive atmosphere for student's learning, our college gets a perspective plan regarding creation andenhancement of infrastructure. The college constructs new rooms for opening of new courses. The policy of the institution for infrastructure is chalked out by the Managing Committee with the help of IQAC, Building Committee and Maintenance Committee. The infrastructural enhancement is funded on theavailability of the funds by the management.

The college has a magnificent double storey campus which is spread over 11 acres of land. It is situatedon National Highway

NH-9. The college has separate block for administration, class rooms with proper lighting and ventilation, and a residential accommodation for Principal inthe college campus. There is a common room for girls, a library with Wi-Fi, E-Shelf, and engaging books. The college library also provides N-List and many National and International journals/magazines of different subjects. The college provides the facility of Book Bank for needy and meritorious students.

The College has two computer labs with 32 computers along with Wi-Fi facility. Besides this, the college hasPrincipal office, conference room, staff room, auditorium, seminar hall etc. The college provides the sports facilities and the facility of Gym and Swimming pool, etc.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://www.gnckillianwali.com/aqarfiles/4.1.1%20AQAR%20N.pdf

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

Our institute integrates sports and extra-curricular activities which are appreciated while marking the assessment of students and while awarding them for different achievements. Our college is having adequate facilities for sports, indoor and outdoor games. It has different grounds, courts, tracks, a swimming pool and gymnasium for physical and mental fitness of the students. The college has a park for Yoga and walk.

The college encourages students to participate in Youth Festival, different inter-college and inter-university competitions. To achieve this, the college provides physical infrastructure like a big auditorium, seminar hall, two open air stages to rehearse and give final performances.

The College arranges professional coaches to train the participants. The college students also present cultural program on different days celebrated in the institution like Independence

Day, Republic Day, Convocation, Teej, Lohri, Janamashtami etc.

The college always gives attention to the physical development of the students by organizing Annual Sports day and the celebration of the birthday of Major Dhyan Chand as National Sports Day. The college students also participate in inter-college and university competitions.. The college also celebrates International Yoga Day to aware the students about anxiety and mental stress with the help of NCC and NSS Unit.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.gnckillianwali.com/aqarfiles/4.1.2%20AQAR%20N.pdf

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

4

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.gnckillianwali.com/aqarfiles/4.1.3%20AQAR%20N.pdf
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)

1.537

File Description	Documents
Upload any additional information	[View File]()
Upload audited utilization statements	[View File]()
Upload Details of budget allocation, excluding salary during the year (Data Template	[View File]()

4.2 - Library as a Learning Resource

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

Libraries play a fundamental role in enhancing the learning experience, providing students with the material and services they need to improve their knowledge. Our college strongly believes that a library management system is essential to reduce workload and for smooth running of the institutions. Following are the features of library in our college:

- **Our college library provides enough learning space for students as well as faculty. They can access books, e-books on N-list, magazines and journals provided in the library.**
- **Library is open from 08:45 a.m. to 04:00 p.m. on working days.**
- **The library is automated with Integrated Library Management System, Winning Edge Learning Library Management system and Version- V2.**
- **The automation was initiated in 2015 and since then ILMS is updated annually.**
- **The ILMS is used for cataloguing and circulation of books to students and faculty members.**
- **The library is also a member of N-list which can be accessed through remote access.**
- **The ILMS provides user-friendly search interface based on factors like categories of books, students, etc.and maintains complete information database about authors, publishers, etc.**
- **All library documents are bar-coded and books are issued to users based on these barcodes.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	http://www.gnckillianwali.com/aqarfiles/4.2.1%20AQAR%20N.pdf

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**A. Any 4 or more of the above**

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

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

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

0.31287

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

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

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

8

File Description	Documents
Any additional information	[View File](#)
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

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

IT is essential to succeed in today's global environment. IT must be seen as an investment and not an expense. The infrastructural development is given priority as the College realizes the correlation between adequate infrastructure and effective teaching – learning. The strategies adopted for ensuring adequate infrastructure are as follows:-

The college carries out need - based assessment of /upgradation/addition of the existing IT and wifi facility based on the suggestions from the head of thedepartment with the help of IQAC after reviewing course requirements, computer – student ratio, budget constraints, working condition of the existing equipments.

The college also tries to upgrade the knowledge by ensuring optimal deployment of infrastructure through conducting workshops/awareness programs and training programs.

The college also ensuresto upgrade the facilities with latest technology for the computer labs, library, seminar room, office website, Software applications, UPS etc.

The institute always reviews the current needs and accordingly the internet bandwidth is upgraded. During Covid-19 pandemic phase, our institution gave high priority to high speed data network for smoothly maintaining online classes and Webinars so that the students and teachers do not face any difficulty during the online classes which helps in the smooth functioning of studies.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://www.gnckillianwali.com/aqarfiles/4.3.1%20AQAR%20N.pdf

4.3.2 - Number of Computers

11:1

File Description	Documents
Upload any additional information	[View File](#)
List of Computers	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	[View File](#)
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

8.46

File Description	Documents
Upload any additional information	View File
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.

Guru Nanak College Killianwali is the oldest college in this tri junction area and it has sufficient academic, physical, sports, library and computer lab facilities.
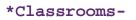
*Computers and Computer Labs-

The college has two computer laboratories along with Wi-Fi facilities and college upgrades these facilities regularly andnon-repairable systems are disposed off from time to time. Record of maintenance account is maintained by lab technicians and HODs of the concerned departments.

*Library-

Our college library is enriched with books, national/international journals, magazines, newspapers and e-resources etc. The teachers motivate the students to use library, e-shelf, N-List, INFLIBNET etc. The Library has book bank facility for needy and meritorious students. Suggestion box is installed inside to take users feedback.

*Sports:

The college always provides sports facility to the students with outdoor and indoor facilities. The college with the help of Sports committee maintains and upgrades these facilities. The college also prepares the students to participate in various District and University level events.

*Classrooms-

The managing committee provides the best infrastructure in the classrooms to create healthy environment. The college has sufficient classrooms as per the courses provided. The college always maintains the cleanliness of class rooms with proper tools of cleaning.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.gnckillianwali.com/aqarfiles/4.4.2%20AQAR%20N.pdf

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

47

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
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

41

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

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

A. All of the above

File Description	Documents
Link to Institutional website	https://www.gnckillianwali.com/aqarfiles/5.1.3%20aqar.pdf
Any additional information	View File
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

451

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

451

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

C. Any 2 of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

5

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

9

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
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

3

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

5.3 - Student Participation and Activities

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

one) during the year

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

0

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	View File
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**

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

The college is committed to develop leadership qualities among the students by involving them in curricular and co-curricular activities. Our students actively participate in variousactivities of academic and administrative bodies like IQAC, Amalgamation Fund Committee, Legal Literary Club, Thinkers' Society, Punjabi Sahit Sabha etc. with the help of teaching faculty.

1. Day to day academic activities.

2. Communicating the information between students and teaching faculty.

3. Conducting events like Freshers' Party, Farewell party, Annual Function of Thinkers' Society etc.

4. Organizing Cultural events.

5. Organizing Sports/ Games and arranging Tours and Visits.

6. Vital help in collecting articles from students as Student Editor of College Magazine Nanak Jot.

7. Organizing theSeminars, Webinars & Workshops. Our student of B.A.3 Varundeep Singh was instrumental as co-convener of the webinar conducted by Dept. of Political Science.

8. The college students conduct the stage in different activities which boost their self-confidence to conduct the stage effectively.

9. The students organize tours with the help of their concerned teachers independently.

Our college authority provides necessary support to the students to develop leadership skillsthrough these activities.. Educators should consider that meaningful student involvement must be a reality that expands students' understanding of democracy.

File Description	Documents
Paste link for additional information	https://www.gnckillianwali.com/aqarfiles/5.3.2%20aqar.pdf
Upload any additional information	View File

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

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

0

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	View File
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)	**No File Uploaded**

5.4 - Alumni Engagement

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

The college has alumni association registered in the name of "Alumni Association Guru Nanak College" under the Societies Registration Act (XXI of 1860) and as amended by Punjab Amendment Act, 1957. Although constituted in 2006, it was registered on 28th Nov, 2016 by Regd. No. 6099. The mission of Alumni Association is to inform and inspire alumni to stay connected to their alma-mates to support college in every aspect.

President of the College Management Committee will be chief patron of alumni and secretary of the Committee will be the president of the alumni. Other office bearers in the committee will be elected for the term of three years. Presently working executive committee for 2019-22 is working under the president ship of Shri Neeraj Jindal and Secretary CA ML Grover. The executive committee consists of various sub committees like cultural, refreshment, event organizer, social service and placement cell. College also relies on alumni to provide mentoring and career opportunities to students.

To achieve its mission Alumni conducts Alumni Meets, Blood Donation Camps, Extension Lectures on different topics, sponsorship of fee of students and organizing cultural programmes. The alumni have contributed Rs. 45000 to meritorious and needy students in the year 2020-21.

File Description	Documents
Paste link for additional information	https://www.gnckillianwali.com/aqarfiles/5.4.1%20aqar.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs) | **E. <1Lakhs** |

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision:

Guru Nanak College Killianwali, co-educational institution of North India believes in developing the youth by imparting quality based education. The motto of the college is "Strive Seek Serve".

Mission:

The basic aim of the college is to develop the mental, physical and spiritual level of the students by imparting the knowledge of idealistic educational courses, sports and extra-curricular activities.

Nature of Governance:

The College follows a democratic and participatory mode of governance with all stakeholders participating actively in its administration. The Heads of Departments, the Conveners of various committees and cells along with the staff representatives play an important role in determining the institutional policies and implementing the same for smooth functioning of the college.

Perspective/Strategic Plan

The perspective plan is developed by Principal with the help of HOD's of various departments and Academic Council.

The perspective plan helps to streamline various processes like teaching-learning process, evaluating methodologies, internal assessment of the students, research progress, infrastructure facilities etc.

Participation of Teachers in Decision-Making Bodies.

The Principal of the college takes decisions in the academic frontiers in tune with the regulations of the PU Chandigarh. Regular affairs are the periodic discussions of the Principal along with the HODs and faculty.

File Description	Documents
Paste link for additional information	https://www.gnckillianwali.com/aqarfiles/6.1.1.pdf
Upload any additional information	View File

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

A Case Study in the institution is Fee Concession by its Fee Concession Committee which comprises three staff members namely and the office superintendent. The committee holds the meetings after the admission process is over to determine the concession criteria as per the Panjab University Chandigarh instructions under the guidance of the Principal. The committee puts the notice on the notice board to invite the applications from the deserving students as per the guidelines within minimum 10 days in the college office. After that, the committee holds the meeting to scrutinize the applications and decides the date of verification of the students' genuineness. On the particular day fixed by the committee, the committee interacts with all the applicants one by one to verify their genuineness. After that, the committee discusses the genuineness of the students and prepares the tentative list of the students for getting the

concession from the college. Then the committee recommends the names of the students deserving for fee concession. Eventually the Principal along with fee concession committee finalize the list of deserving students and the concession is given accordingly.

File Description	Documents
Paste link for additional information	https://www.gnckillianwali.com/agarfiles/6.1.2.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Our college Alumni Association was formed in 2006 and registered on 28 November 2016 with objective of fostering long-term relationship among the alumni in institutional building. Many of the alumni of our college are today in good positions in top organisations of the country and abroad. The Alumni Association is involved in various co-curricular extra-curricular activities for the promotion of social sensitivity among the students. The Association, every year, conducts blood donation camp regularly. It promotes the awareness to the people to donate their blood as donation of blood is a great act of kindness. Blood donation is like gifting somebody with a new life. Blood donation is a noble act that should be done by healthy person to save someone's life. Guru Nanak College alumni association regularly conducts Blood Donation Camp on the auspicious occasion of Prakash Utsav of Shri Guru Nanak Dev Ji. The students of our college and alumni are belonging to the Punjab, Haryana and Rajasthan donate their precious blood on this very special day. From 2017 to 2019 three Blood Donation Camps have been organized but due to COVID-19 in 2020-21 the camp could not be organized.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.gnckillianwali.com/aqarfiles/6.2.1.pdf
Upload any additional information	View File

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

Guru Nanak Society:

For the smooth functioning of the college, the college has Guru Nanak Society registered under Societies Act 1860. As per the constitution of the society there are 20 members in all. The Principal is an ex-officio member, while there are 2 Teacher Representatives in this Society.

Administrative Set Up:

The managing committee authorized the Secretary to look into the routine college work with the concern of the Principal. The Principal has his team of Departmental Heads, the IQAC Co-ordinator, the different committees and the Superintendent to assist him in the discharge of the work.

The Functions of Various Bodies:

The Principal decentralized his powers to the different committees for the routine functioning of the college. All the conveners of the committees maintain all the records which are checked by the special committee appointed by the Principal.

Service Rules, Procedures, Recruitment and Promotion Policies:

The college follows the rules and regulations which are framed by the state government, university/UGC etc. in all the service matters.

Grievance Redressal Mechanisms:

The College has Internal Complaints Committee and Women Cell in which students can put the complaints in complaint/suggestion boxes laid at prominent places.

File Description	Documents
Paste link for additional information	https://www.gnckillianwali.com/aqarfiles/6.2.2.pdf
Link to Organogram of the institution webpage	https://www.gnckillianwali.com/aqarfiles/6.2.2.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**B. Any 3 of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

The various welfare schemes are as follows:

1. Medical Allowance and 240 days medical leave as per Punjab Government and Panjab University, Chandigarh.

2. Maternity benefits as per norms

3. Child Care Leave

4. Retiral Benefits such as leave encashment, gratuity and provident fund to the staff as per rules.

5. Loan facilities from provident fund for different purposes

6. Residential facility is provided to the head of the institution before 2017

7. Life Insurance schemes for teaching, non-teaching staff members and students.

8. Duty leave to attend the seminar, workshop, refresher and FDP etc.

9. Advance increments to the faculty members possessing higher qualification such as M.Phil and Ph.D.

10. All the non-doctoral staff members are encouraged to get enrolled for part-time Ph.D. program.

11. Canteen facility

12. Tie up with Raj Hospital in case of any emergency.

13. Only compulsory charges are collected from the wards of employees.

14. To provide the financial assistance for attending the FDP and workshop, webinars etc.

The following facilities are also provided to teaching and non-teaching staff for efficient functioning :

1. Medical leave

2. Wi-Fi facility.

3. Workspace

4. Computing facility

5. Identity cards

6. Sports facilities (gym and swimming pool)

File Description	Documents
Paste link for additional information	https://www.gnckillianwali.com/aqarfiles/6.3.1.pdf
Upload any additional information	View File

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

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

6

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

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

11

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

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

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

11

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

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

A good performance management system works towards the improvement of the overall organizational performance of teams and individuals for ensuring the achievements of the overall organizational mission and vision.

So Institute is following the appraisal scheme according to DPI and Panjab University Chandigarh.

To evaluate the performance of teachers:-

(i) ACR of the teaching staff members

(ii) Teaching, Learning and Evaluation related activities

(iii) Co-Curricular, Extension and Professional Development related activities

(iv) Research Publications and Academic Contributions

(v) Feedback from the students and parents

At the end of each academic year, the IQAC demands the Self-Appraisal Report from the faculty members in the proforma suggested by NAAC/ UGC /PU Chandigarh/Punjab Govt. based on the data related to the attended seminars, paper publication, chapter in book, Research paper, FDP, Short Term Course, Awards etc. collected, API scores are calculated for each of the three categories. The Principal in consultation with IQAC Co-Ordinator and with team members verify API scores achieved by the faculty members during the particular year. These scores are used for the Career Advancement Scheme (CAS) to faculty members and for promotion to next higher position.

File Description	Documents
Paste link for additional information	https://www.gnckillianwali.com/aqarfiles/6.3.5.pdf
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

The college regularly checks and balances the total income and expenditure of the institution through the office with the help of Bursar for effective utilization of income and to take precautionary measures to restrain any major misuse of funds. The college utilizes the funds for the development and improvement of

academic as well as the non-academic activities which help to improve the overall effectiveness of the college environment.

The institute has a mechanism for Internal and External audit. We have our own internal audit mechanism, in which Office clerk prepares the data and checked by the Office Superintendent then Bursar and Principal, where internal audit is an ongoing continuous process in addition to the external auditors to verify and certify the entire Income and Expenditure and the Capital Expenditure of the Institute each year. All the bills/vouchers and cashbooks are crossed examined by Bursar and Charted Accountant in each financial year. External audit is carried out by AG office Punjab. There have been no major findings / objections. Minor errors or omissions and commissions when pointed out by the audit team are immediately corrected / rectified and precautionary steps are taken to avoid recurrence of such errors in future.

File Description	Documents
Paste link for additional information	https://www.gnckillianwali.com/aqarfiles/6.4.1.pdf
Upload any additional information	View File

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

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

0.45

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

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

Institution strategies for mobilization of funds and optimum utilization FINANCIAL MANAGEMENT AND RESOURCE MOBILIZATION.

The college was established in the year of 1956 to impart the education in the rural area and permanently affiliated to the Panjab University Chandigarh. Our collegeis also recognized by the UGC under the 2(f) and 12(B). The college comes under 95% grant-in-aid scheme. The college prepares the budget in the beginning of the year which is sent to the society for their approval.The college has a provision of internal audit through the office staff members. Bursar and office Superintendent are responsible for internal check. Later on External Audit is conducted by AG office Punjab. The audited statement is submitted to the DPI (Colleges) office in time. The College has also received the grant from UGC / ICSSR for specific purposes.The college also provides the fee concession to the needy, meritorious, girl students, merit holders in the university etc. The college also utilizes the funds to purchase the library books and journals, magazines, newspaper and also do expenditure on infrastructure, renovation and cleanliness for the improvement and betterment of the students as well as the faculty.

File Description	Documents
Paste link for additional information	https://www.gnckillianwali.com/aqarfiles/6.4.3.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

Conducting of Webinar's

The IQAC has conducted a series of webinars on the 400 Birth Anniversary of ninth guru Sri Guru Tegh Bahadur Ji. The main purpose of organising these webinar is to enhance quality in many areas. A series of webinars was conducted by all the departments in collaboration with IQAC from 8 July 2021 to 18 July 2021. Such webinars have deep impact on quality enhancement and overall development of faculty as well as students. It positively impact the academic functioning of the institute and facilitates the

role of teacher as educators and mentors.

Renovation of Main Gates

IQAC primarily focus on quality enhancement. Its aim is to
introduce a consistent plan of action that would lead the
organisation towards progress. It involves preparing strategies
for ensuring the best infrastructure to achieve goals. Keeping in
view of all this IQAC has taken initiative to improve the
infrastructure of our college by taking steps to renovate and get
reconstructed both the main gates of the college, so that
students can have best infrastructure. It will not only enhance
College facilities but also students academic performance. It's
very well said that well designed infrastructure can boost
students academic performance.

File Description	Documents
Paste link for additional information	https://www.gnckillianwali.com/aqarfiles/6.5.1.pdf
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

Role of IQAC

These are the two examples of institutional reviews and
implementation of teaching learning reforms facilitated by IQAC

1.) Lesson Plan and Execution Report : Lesson Plans have to be
prepared unit wise by the faculty members according to the
prescribed syllabus and have to be approved by the HOD's for
reviewing their execution status and the same will be forwarded
to the IQAC. Subject willingness is obtained from the faculty
membersof the subjects of their interests at least two weeks
before the commencement of the semester

2.) Seminars and Workshops: IQAC always motivates the faculty
members to hold seminars, workshops and conferences by their

respective departments. Teachers are encouraged to get their research papers published, write books, write chapters, write chapters in edited books, attend seminars/Conferences/workshops /FDPs.

Extension lectures, programmes like role play, group discussion, personal interviews, quiz competitions, creative writing competitions, essay writing competitions and visits to the banks and industries and many more activities which help to boost employability are conducted.

Teachers are encouraged to improve their qualifications. Consistent efforts are being made to make teaching-learning student centric by involving them in projects, seminars, debates, presentations etc. Library and learning resources are being updated.

File Description	Documents
Paste link for additional information	https://www.gnckillianwali.com/aqarfiles/6.5.2.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.gnckillianwali.com/aqarfiles/6.5.3.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Institution shows gender sensitivity in providing facilities such as:

1. Safety and security

The college follows the directions given by UGC/state government/Panjab University for the safety and security of the students, so CCTVs are installed by the college at the entrance of the college gate, canteen, parking area, office, corridors of different floors of the College, grounds etc.

A complaint box is set up near the Principal office, commerce departmentand library to collect any suggestions or any complaint from staff and students of the campus concerning curricular and co-curricular matters or any abuse and harassment.

The fire extinguishers have been installed in the college campus.

2. Counselling

The college hasseparate career guidance and counselling cell. Through this cell, the faculty offers guidance to the students for their future and organizes the extension lectures and visits the industries and job fairs organized by the Punjab government for their awareness.

3.Common Room:

The college has separate common rooms and washrooms for girls where they do their work in ease without any interference. In addition to Common room the college has first aid room where First Aid Box and Sanitary Napkin Vending Machine have been installed for their personal hygiene.

File Description	Documents
Annual gender sensitization action plan	https://www.gnckillianwali.com/aqarfiles/7.1.1.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.gnckillianwali.com/aqarfiles/7.1.1.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**D. Any 1 of the above**

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

To make the college campus eco-friendly, the college every year organizes tree plantation, NSS activities which promotes the clean and green environment in the college campus. The college NCC unit also maintains the 'Babu Nanak Chand Memorial Park' which promotes the pollution free environment. In the college campus, the college authority promotes the following waste management initiatives:-

  ○ **Solid waste management:**

- To promote the neat and clean environment in the college campus, the college puts dust bins in the different places in the college campus to keep campus eco-friendly.
- The college also utilizes the wooden scraps found on campus by reusing itin the process of mending damaged furniture in the classrooms, office etc.
- The college also promotes recycling by selling paper waste to vendors at regular intervals.

  - E-waste management:

- To provide the facility of IT to the students, The college regularly maintains and disposes off non-functional computers, equipment and its peripherals.
- To dispose off the e-waste, the college constitutes a committee to dispose of the scrap.
- The college also purchases the IT equipment for the computer labs, office and library as per their demand. To upgrade the systems, the college has wifi facility at three places.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	`B. Any 3 of the above`

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Any other relevant information	[View File](#)

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping	A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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

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

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology	B. Any 3 of the above

**and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen   reading**

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

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

Every year the beginning of the session starts with the Sukhmani Sahib Path in the college Gurudwara with the blessings of Sri Guru Nanak Dev Ji.. The college celebrates the Janam Ashtami every year.

To promote Socio Economic, the college celebrates the festivals Lohri, International Yoga Day by NCC and NSS also organizes One Day Yoga Camp, International Women's Day Celebration by the Women Cell. The college also organizes the extension lecture on Women Empowerment, Mother Language day.

The college also has the different committees like grievance redressal cell in the institute namely Women cell / Internal Complaints Committee which deals with grievances without considering anyone's racial or cultural background to sort out the complaints made by the students and staff and give the appropriate guidance/solution. Institute has code of ethics for students, teachers and other employees which have to be followed by each one of them irrespective of their cultural, regional, linguistic, communal, socioeconomic and other diversities.

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

To make the college students aware and sensitize about their rights and duties, social values and sense of responsibility being the citizen of India, the college always promotes/organizes the activities which inculcate the values among the students.

The NCC unit of the college celebrates 26th of January and 15th of August every year with Flag hoisting and NCC cadets march past on these occasions in the respect of Indian Constitution to promote the spirit of patriotism among the students and to give regard to the freedom fighters for their Independence. Apart from this, every year on 26th November, Constitution day is celebrated every year by THINKERS SOCIETY. This day is celebrated by the students and they are enlightened about the fundamental rights, duties, values and responsibilities of citizens as stated in Constitution of India. Our constitution provides for human dignity,equality, Social justice,Human rights and freedom,Rule of law,equity and respect and superiority of constitution in the national life. the department of Political Science celebrates the 10th of December as International Human Rights Day every year. To make the students aware about their constitutional values, rights and duties, the college organizes the extension lectures.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.gnckillianwali.com/aqarfiles/7.1.9.pdf
Any other relevant information	https://www.gnckillianwali.com/aqarfiles/7.1.9.pdf

7.1.10 - The Institution has a prescribed code of conduct for students, teachers,	**B. Any 3 of the above**

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

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

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

To build a nation of youth who are noble in their attitude and morally responsible, the College organizes national festivals and birth/death anniversaries of Great Indian personalities. The unity which India has in its diversity that serves as the melting pot of cultures, religion, and ethnicity and develops qualities of tolerance and understanding amongst students. The College observes the following days regularly 26th of January-Republic day , 8th of March-International Women's day, 15th of August Independence day, 3rd of September- Janam Ashtami, 5th of September - Teachers Day, 2nd October - Gandhi Jayanthi. These activities are organized by staff and students of the College by initiating many of the below mentioned events:

Organizing lectures, meetings, and Conducting awareness camps, distributing published materials, conduct outreach programs and support the needy and commemorating the leaders by establishing prizes.

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

7.2 - Best Practices

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

Best Practice #1:

Title of the Practice: Alumni Engagement

Objective / Best Practice: Objectives of Alumni

To inform, engage and inspire alumni to stay connected to their alma maters, support its vision and contribute to success.

The Context:

The College conducts reunionsprograms to honour and felicitate Alumni, who are distinguished in their respective fields, are in good positions in top organizations of the country and abroad.

The Practice:

The Alumni meet at various places all over the globe and have a reunion reminiscing the past. The Alumni are invited for lectures to give students a picture of the industry and latest developments in their field. The Alumni helps and supports financially to the existing students of the college.

Evidence of success:

   1. AGM - 11.10.2020
   2. Natonal Webinar "Teacher's Role - 03.02.2021

in NEP Implementation"

   1. Executive General Meeting of Members - 09.05.2021

   2. Lecture on Zindagi Zindabaad - 13.05.2021
   3. Tree Plantation in College Premises - 26.06.2021
   4. Sponsorship to needy students

Problems encountered and resources required:

Since the Alumni arespread across the globe, it is quite difficult to organize reunions more frequently on campus. Nonetheless, they endeavor to meet as batches as often as possible.

Best Practice #2:

Title of the Practice : Conducting Series of Webinars to impart Quality education

Objectives of the Practice:

For quality enhancement and overall development, series of webinars conducted on 400th birth anniversary of Shri Guru Teg Bahadur Ji.

Context:

Online programs help to develop the feeling to tolerate opposite ideas of others, co-operation, emotional stability, acquires a good manner of putting questions and to answer the questions of other.

The Practice:

The purpose of webinars is to prepare a teacher to meet the institutional requirements – academic and administrative to enhance their stature on professional fronts, to adhere to the standardized practices in the learning teaching activities to achieve the societal good.

Evidence of Success:

Apart from the seminars during the pandemic period of Covid-19, college has conducted series of Webinars dedicated to 400th Birth Anniversary of Shri guru Tegh Bahadur Ji. During this webinar series 10 webinars were organized by different departments in July.

Problems encountered and Resources Required:

Resources and facilities are basic fundamentals for any webinar to be conducted. These can include academic instructional material such as books and other related material for learning and computing facilities.

File Description	Documents
Best practices in the Institutional website	https://www.gnckillianwali.com/aqarfiles/7.2.1.pdf
Any other relevant information	https://www.gnckillianwali.com/aqarfiles/7.2.1.pdf

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

Institutional Distinctiveness

The majority of the girls of our college belong to weaker sections including SC, ST other BC and minorities without adequate access to education, health and other productive resources.

The college established a 'Women Cell/Internet Complaints Committee' in 2005 with a senior women teacher as its co-coordinator and four other internal and external members including management, an advocate, the Principal and two students.

Our college was established in 1956, the first girl student of our college Mrs. Pushpa Jindal at present is an active member of Alumni Association of our college who is a source of inspiration for girls of our area. Our college gives exposure to the girl students to get an opportunity to participate in each and every curricular, extra-curricular, sports and extension activities very actively..

Girl students (28 girls) enroll as NSS volunteers to actively put into practice values and zeal they imbibe for life and society. Reaching out to make a difference is taken seriously by the students of NSS, extend their assistance to slums, NGO's

environmental issues and also spearhead relief program in times of natural calamities. A webinar was also organized by women cell on 'Domestic Violence and Mental well-being on 11.07.2020.

File Description	Documents
Appropriate web in the Institutional website	[View File](View_File)
Any other relevant information	[View File](View_File)

7.3.2 - Plan of action for the next academic year

Future plan requires a well-thought out strategy. It serves as aguide to stay focused on the track to meet the goals and to make the most out of its sources. It is to notice that future plan of action of last year was not attained due to pandemic situation of Covid-19, but IQAC has broad objectives which the college would strive to achieve this year which are enumerated as follows:

1. Language Lab: The college is planning to install a Language Lab in the campus for the improvement of speech and accent.
2. Two smart rooms: Two smart rooms are being installed in the college which makes lecture delivery easier, engaging and more interactive.
3. Solar Lights or Solar Power Plant: The College is planning to install solar lights along with solar power plant which helps to allow a campus to project an environmentally conscious message throughout the area and it also helps in cost cutting.
4. Women Study Centre: To build knowledge about Women in national and global perspectives and to promote inclusion of women in development of all sectors including disadvantaged women and women with disabilities and vulnerable groups, our college has applied for Women Study Centre
5. B-Voc. and Integrated Courses: According to the New Education Policy 2020 the college is planning to start new B-Voc. and Integrated Courses.
6. 100 benches-Two seater: The college is planning to purchase two seater 100 benches for students in the classrooms.