



## Yearly Status Report - 2017-2018

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		GURU NANAK COLLEGE KILLIANWALI
Name of the head of the Institution		Dr. Surinder Singh
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		01668222345
Mobile no.		9914566493
Registered Email		gncollegekillianwali@yahoo.co.in
Alternate Email		sthakur_1970@yahoo.co.in
Address		Dabwali Malout Road
City/Town		Killianwali
State/UT		Punjab
Pincode		151211
<b>2. Institutional Status</b>		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Dr. Bharat Bhushan
Phone no/Alternate Phone no.	01668222345
Mobile no.	9814811200
Registered Email	gnck.iqac@gmail.com
Alternate Email	gncollegekillianwali@yahoo.co.in

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="http://www.gnckillianwali.com/">http://www.gnckillianwali.com/</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="http://www.gnckillianwali.com/academiccalendar201718.aspx">http://www.gnckillianwali.com/academiccalendar201718.aspx</a>

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	2.55	2015	15-Nov-2015	14-Nov-2020

<b>6. Date of Establishment of IQAC</b>	01-Jul-2015
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### 7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Extension Lecture on	13-Apr-2018 01	44
Workshop on Digital India with regards to Banking	11-Apr-2018 01	48

Extension Lecture on SEBI	09-Mar-2018 01	100
Annual Prize Distribution cum Convocation Ceremony on the Foundation day of the College was organized	16-Mar-2018 01	475
National seminar on	24-Feb-2018 01	150
International seminar on	20-Sep-2017 01	306
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**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
nil	nil	nil	2018 0	0
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**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

6

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

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

No

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

1. Monitored all significant academic activities in the college. 2. IQAC has been continuously encouraging the teaching departments and students to engage in research. 3. IQAC checked and verified API of all the promotional cases of teachers. 4. IQAC contributed in promoting overall sports, cultural and environmental activities. It motivated the staff and students to make the campus plastic free. 5. IQAC collaborates with different departments to organize national and international seminars and Extension lectures.

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

Plan of Action	Achivements/Outcomes
It was planned to conduct Extension lectures by different departments	It is accomplished
It was decided to organise the Annual Prize Distribution cum Convocation Ceremony on the Foundation day of the College i.e. 16th March, 2018	It is successfully attained
It was decided that National and International seminars of different disciplines would be conducted by the respective departments during this session.	International seminar on 'Sahitya Samaj evm Third Gender: Dasha or Disha' was conducted by Department of Hindi on 20th Sep, 2019 and National seminar on 'Innovative Practices for Sustainable Development in India' was organised by Department of Business Management and Commerce on 24th Feb, 2018
It was planned that renovation of the college campus would be done.	It is attained
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**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body	Meeting Date
Guru Nanak Society (Regd.) Mandi Dabwali	25-Jul-2018

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

No

**16. Whether institutional data submitted to AISHE:**

Yes

Year of Submission

2018

Date of Submission

26-Feb-2018

**17. Does the Institution have Management Information System ?**

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

The institution is governed by Guru Nanak Society (Regd. Dabwali). All major policy decisions such as

introducing of new courses, filling of sanctioned posts, development of infrastructure, case of revision of pay scales, career advancement/step ups of teaching and nonteaching staff etc. are approved for further by the Managing Committee of the college. The Management, Principal and the Faculty often interact with each other. The members of Managing Committee keep on meeting the college staff to discuss various policy matters and their application and adjudication. Two faculty members, in the capacity of teacher representatives, are members of the Managing Committee. Hence they are actively involved in the decision making process to sustain and enhance quality of education imparted by the institution.

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

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

In order to keep pace with effective curriculum, the head of Institution calls a General Meeting at the beginning of every academic year. The college ensures effective curriculum delivery by assigning the various departments the duty of designing its teaching plan in accordance with the syllabus prescribed by Panjab University Chandigarh. The institution has added one more feather to its cap by introducing a postgraduate programme in commerce, i.e. M.Com. Now the college offers postgraduate programs both in arts as well as commerce. The curriculum is well coordinated at the departmental level under the guidance of the heads of the department. Further the department divides and plans the curriculum term wise. Keeping in view the number of teaching days, the syllabus is divided in such a way that it is completed before the deadline. The institution also ensures that each department follows academic calendar issued by the University so that the students could be tested in exam in a well planned manner. The students are well informed about the commencement of the session and the notice of the time table is displayed on the notice board. The teachers are regularly exhorted to use various ICT enabled tools, innovative teaching methods, etc. to make teaching more effective. Furthermore, various initiatives taken by the institution for effective curriculum delivery are:

- Awarding the advanced learners and providing them study material.
- Arranging extra classes for slow learners wherever necessary.
- Conducting regular staff meetings to make the teachers more conscious towards their responsibilities and teaching.
- Organising extension lectures for the benefit of both faculty and students.
- Encouraging the teachers to carry out research activities and also ensuring that teaches remain updated by attending various seminars, conferences, orientation courses, etc.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene	Skill Development
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urship					
nil	nil	Nil	0	nil	nil

## 1.2 – Academic Flexibility

### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MCom	HR and Marketing	20/06/2017
<a href="#">View File</a>		

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	nil	Nil

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

## 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Celebration of International Yoga Day	21/06/2017	25
Paath Shri Sukhmani Sahib	10/07/2017	200
Tree Plantation	25/07/2017	50
Celebration of Independence Day	15/08/2017	210
Celebration of Janamashtami	15/08/2017	150
Ice Breaking Session	19/08/2017	50
Creative writing competition	23/08/2017	17
Competition on Clean India	30/08/2017	20
Talent Hunt	01/09/2017	310
Teachers day celebration	06/09/2017	150
<a href="#">View File</a>		

### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MCom	HR and Marketing	16
PGDCA	Computer Applications	4
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## 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

### Feedback Obtained

The basic objective behind taking the feedback from all the stakeholders is to find out the scope for improvement and to enhance the quality of services being provided by this institution. Though the Guru Nanak College Killianwali family does its best at all levels and in every aspect but we strongly believe that there is always some scope for further improvements. With an objective to make an evaluation of the teaching-learning process, continuous internal evaluation system, student support services and other facilities provided to students, structured feedback questionnaires are given to them to gather feedback on various dimensions of the institutional performance. This feedback proformas comprises four questionnaires based on feedback on (i) courses (ii) teachers (iii) overall evaluation of Programme and Teaching (iv) overall rating. After getting feedback proformas back, analysis is made on the basis of remarks given by them. This feedback is analysed, discussed with the staff members and corrective steps are applied wherever necessary. The findings are quite positive till date as majority of the students appreciate the overall functioning of the institution. Besides the positive outcomes of teaching-learning process, they give positive remarks to the fair evaluation system. They are satisfied with the support services like library facilities, co-curricular activities, interaction with faculty and administration as and when needed. Majority of them have expressed that they are not only intellectually enriched rather they find themselves fully equipped and empowered to face the challenges of life. Formal as well as informal feedback is gathered from other stakeholders as well. Formal Feedback from Teachers, Parents and Alumni is collected through structured questionnaires. Informal Feedback from the Teachers and Employers is also gathered during the meetings from time to time, from Alumni the feedback is gathered during their visits to college in functions like Prize distribution, Convocation etc. There are certain students on rolls whose parents are the Alumni of the college. This clearly reflects their trust in the college - the best in the area. Informal feedback is gathered from the parents also either they are invited to attend the college events or when they are contacted personally to discuss the performance of their ward. The feedback obtained from all stakeholders is being analysed and utilized for the overall development of the institution. On the basis of such feedback and suggestions, continuous improvements are made in the institution. The valuable opinion and suggestions of all the stakeholders are considered and implemented as and when it is feasible. Keeping such suggestions in view we are planning to start some new post graduate course M.Com. This session for the betterment of the society and providing value education to the students in this area. Based on the feedback of different stakeholders, the college has so far improved its working on multi-dimensional aspects. Thus feedback serves as a crucial tool for improvising the functioning of the institution and providing the required to the society.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

## 2.1 – Student Enrolment and Profile

### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MCom	HR and Marketing	40	17	17
PGDCA	Computer Applications	40	6	6
MA	History	60	10	10
MA	Punjabi	60	18	18
MA	Hindi	60	8	8
BCom	Commerce	70	50	50
BA	Arts	350	122	122

[View File](#)

## 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017	455	86	14	2	7

## 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
24	24	5	3	1	3

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

Success of student mentoring system is important and both the students and faculty has a role to play in this. It helps to balance the professional and personal goals of the students. Student Mentoring system in the institution helps to fulfil the following: • The guidance required and mentorship to the students. • Enhancing the teaching learning process. • Making the students acquainted with the challenges and opportunities in real life. • Providing a structured support system. • Providing assistance to weak students. • Identifying the advanced learners and providing them incentives. Student mentoring system deals with the students of 1st year so that the students might become familiar with the new environment. In the institution, IQAC contributes a lot by adopting different measures for implementing student mentoring system successfully in the institution. The faculty members also prove good mentors by sharing their skills, knowledge and expertise with the students. The mentors also act as role models by demonstrating themselves in a positive way. They also guide the students having potential during the admission process and also listen to them patiently and carefully. This helps to develop a good mentor- mentee relationship. As the students are our greatest assets, the institution focuses on every curricular and co-curricular activity of them. The students are guided, motivated and are made to develop a positive thinking so that they can face the challenges of life in a better way. Every department prepares a teaching plan in



accordance with the academic calendar prescribed by Punjab University Chandigarh. The faculty members nurture the thinking of the students and also develop the critical skills of them. They act as good mentors by motivating them to participate in various co-curricular activities such as debates and group discussions. They are assigned important duties during functions, seminars and workshops to ensure lifelong learning. Guidance is also provided to the students interested in sports and other co-curricular activities. In this way the institution fills the gap between the teachers and students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
541	23	1:24

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
18	13	5	5	7

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

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

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MCom	Mcom	2nd sem	29/05/2018	07/09/2018
PGDCA	PGDCA	2nd sem	18/05/2018	07/09/2018
MA	MA Punjabi	4th sem	24/05/2018	10/08/2018
MA	MA History	4th sem	30/05/2018	10/09/2018
MA	MA Hindi	4th sem	29/05/2018	13/08/2018
BCom	Bcom	6th sem	26/05/2018	05/07/2018
BA	BA	6th sem	01/06/2018	12/07/2018
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### 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The institution adheres to the pattern of CIE as prescribed by Panjab University Chandigarh for both graduate and postgraduate programmes. The departments also ensure that the internal assessment criteria are strictly followed and assignment of 20 marks is given to internal assessment in commerce and 10 in arts. The combination of attributes like attendance, presentations, performance in MSTs, etc. makes up the system of internal assessment. This combination of attributes is well communicated to the students. CIE helps to boost the learning and intends to impart required skills in the students. After the internal evaluation, the outcomes are discussed with the students and

students are assisted to improve their flaws. Performance of weak students is also discussed with parents telephonically and the necessary suggestions are given to them. CIE system also helps to develop the skills of public speaking, research, etc. This system also encourages the students to get indulged in these activities more and more.

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

The college follows the tentative academic calendar prescribed by Panjab University Chandigarh and prepares the annual academic schedule accordingly. The Annual academic schedule lists various activities to be conducted in the coming session. Internal meetings of various departments are also conducted to develop academic plan for the approaching academic year. Keeping in view the keeping in the view the academic calendar, department ensures that the preparatory exams and class tests are organised on regular basis. Proper adherence to the academic calendar is insured through regular inspection, review meetings as well as monitoring by the Department Heads and Principal.

## 2.6 – Student Performance and Learning Outcomes

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

<http://www.gnckillianwali.com/uploads/ProgramOutcomes.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
B.A	BA	ARTS	75	72	96
B.COM	BCom	COMMERCE	56	55	98.21
M.A HINDI	MA	ARTS	7	7	100
M.A HISTORY	MA	ARTS	12	12	100
M.A PUNJABI	MA	ARTS	7	7	100
PGDCA	PGDCA	TECHNICAL	5	4	80
CBA	BA	ADD-ON-COURSE	15	13	86.67

[View File](#)

## 2.7 – Student Satisfaction Survey

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

<https://www.gnckillianwali.com/uploads/StudentsSatisfactionSurvey.pdf>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year

Nil	0	nil	0	0
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### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Ice Breaking Session	Department of Business Management and Commerce	19/08/2017
International Seminar on Sahitya, Samaj and Third Gender(Dasha or Disha)	Department of Hindi	20/09/2017
Skill Development Programme	Carrer Counselling Cell	01/11/2017
National Seminar on innovative Practices for Sustainable development in India	Department of Business Management and Commerce	24/02/2018
Workshop on 'Don't be the job seekers, be the Job Providers' by IQAC and Career Counselling cell	Department of Business Management and Commerce	13/04/2018
Workshop on Digital India with regard to banking by SBI in collaboration with Career Counselling and IQAC	Carrer Counselling Cell	11/04/2018
Free Coaching Classes	English, Commerce, Computer Applications	10/05/2018

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
nil	nil	nil	Nil	nil
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
nil	nil	nil	nil	nil	Nil
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### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
nil	Nil

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Physical Education	1	4.24
International	Punjabi Department	2	3.79
International	Economics Department	6	2.36
National	History Department	2	0
National	Department of Business Management and Commerce	1	0
International	Department of Business Management and Commerce	1	5.60
<a href="#">View File</a>			

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

Department	Number of Publication
English	1
Political Science	3
Commerce	15
Hindi	1
Punjabi	1
Maths	1
Economics	1
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
nil	nil	nil	Nil	0	nil	Nil
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
nil	nil	nil	Nil	Nil	Nil	nil
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### 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Presented papers	15	33	Nil	Nil
Resource persons	Nil	2	Nil	Nil
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### 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
One day meditation camp	NSS	1	80
7- Days N.S.S. Camp on Enlightenment among slums.	NSS	1	46
Extension lecture by Dr. Poonam Wadhwa on "Indian lifestyle and Role of women in social change"	Women Cell	12	60
First aid services on the eve of Annual athletic meet on 16-17 feb 2018.	Red Cross Society	2	10
Republic Day Celebration	NCC	1	18
Rally on Road Safety	NCC	1	23
Independence Day Celebration	NCC	1	22
Clean India Competition	NCC	1	20
ICelebration of International Day of Yoga	NCC	2	25
10 NCC camps in a session(4 ATC 2 RDC 3 TSC 1 IDY)	NCC	1	20
<a href="#">View File</a>			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students
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			Benefited
nil	nil	nil	Nil
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Women empowerment and children awareness	Women Cell	Violence against children by Sh. S.K. Garg	10	60
Women empowerment	Women Cell	Violence against Women by Sh. S.K. Garg	8	50
Role of women in social change	Women Cell	Extension lecture by Dr. Poonam Wadhwa on "Indian lifestyle and Role of women in social change"	12	60
Road safety and awareness campaign	Red cross society	Rally on Road Safety	2	30
Meditating for good health	NSS	One day meditation camp	4	80
Awareness among Slum Area people	NSS	7- Days N.S.S. Camp on Enlightenment among slums.	1	46
Environment protection	NCC	Tree Plantation	1	22
Clean India	NCC	Clean India Competition	1	20
International Yoga Day	NCC	Celebration of International Day of Yoga	2	25
NCC camps	NCC	10 NCC camps in a session(4 ATC 2 RDC 3 TSC 1 IDY)	1	20
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
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nil	nil	nil	0
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
nil	nil	nil	Nil	Nil	0
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
nil	Nil	nil	Nil
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## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1.45	1.83

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Seminar halls with ICT facilities	Existing
<a href="#">View File</a>	

### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Winning Edge Learning Library Management System	Partially	V.2.0	2014

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
	Text Books	19131	1238961	277	121382	19408
Reference Books	675	200966	19	18350	694	219316
e-Books	Nil	Nil	164300	5750	164300	5750
Journals	3	4180	Nil	Nil	3	4180
e-Journals	Nil	Nil	6000	5750	6000	5750
Others(s pecify)	12	16661	Nil	Nil	12	16661
<a href="#">View File</a>						

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

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

#### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	52	2	3	0	0	1	1	50	0
Added	5	0	0	0	0	0	0	0	0
Total	57	2	3	0	0	1	1	50	0

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

50 MBPS/ GBPS
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4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
N-LIST	<a href="https://nlist.inflibnet.ac.in/">https://nlist.inflibnet.ac.in/</a>

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
7.48	9.28	8.57	8.11



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

As our College has huge campus, so college ensures optimal allocation and utilization of the available resources for maintenance and upkeep of different facilities by holding regular meetings of various committees constituted for this purpose and using the grants received the college as per the requirements in the interest of students. Computers and Computer Labs- Two computer laboratories established by UGC funds are used to maintain computers in the college. Computer maintenance is done regularly and non-repairable systems are disposed off from time to time. Record of maintenance account is maintained by lab technicians and supervised by HODs. The calibration, repairing and maintenance of sophisticated lab equipment are done by the technicians according to need. The lab instruments are cleaned regularly and maintained by the concerned departments and record of maintenance is maintained by lab technicians and supervised by HODs. There is systematic disposal of waste of all types such as e-waste. Library- The requirement and list of books is taken from the concerned departments. After ratification by Library Committee the finalized list of required books is duly approved and signed by the Principal. Every year in the beginning of session, students are motivated to use e-shelf, N.-List, INFLIBNET etc. The Library has a book bank facility for needy students of commerce and there is special facility for physically challenged students by giving their work priority and assistance by library attendant. Suggestion box is installed inside the reading room to take feedback. This helps a lot in introducing new ideas regarding library enrichment. To ensure return of books, 'no dues' from the library is mandatory for students before appearing in exam. The proper account of visitors on daily basis is maintained. Other issues such as weeding out of old titles, schedule of issue/ return of books etc. are chalked out / resolved by the library committee. Sports: Regarding the maintenance of indoor Badminton/ Volley Ball court / Table Tennis Courts /Gym on the college sports in charge consult coaches. In their guidance accommodates are arranged. Classrooms: The college has a building and maintenance committee for maintenance and upkeep of infrastructure. At the departmental level, HoDs submit their requirements to the Principal regarding classroom furniture and other. The college development fund is utilized for maintenance and minor repair of furniture and other electrical equipment. With the help of the two full time sweepers cleanliness of class rooms is maintained. They are well equipped with proper tools of cleaning. A maintenance complaint register is maintained in office in which students as well as faculty can register their problems which are resolved within a set time frame. Students are sensitized regarding cleanliness and energy conservation by careful use of electricity in classrooms. Under Building Committee, Maintenance Committee and Beautification Committee the technicians, masons, plumbers, carpenters etc. ensure the maintenance of classrooms and related infrastructure. Above all the whole campus is under CCTV surveillance for security.

<http://gnckillianwali.com/uploads/procedures20172018.pdf>

## **CRITERION V – STUDENT SUPPORT AND PROGRESSION**

### **5.1 – Student Support**

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Fee Concession	116	300618
Financial Support from Other Sources			

a) National	Central Sector Scheme of Scholarships for College and University Students	7	70000
b) International	0	Nil	0
<a href="#">View File</a>			

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Teachers day celebration	06/09/2017	150	Department of Business Management and Commerce
Talent Hunt	01/09/2017	310	Cultural Committee
Competition on Clean India	30/08/2017	20	NCC
Creative writing competition	23/08/2017	17	Department of English
Ice Breaking Session	19/08/2017	50	Department of Business Management and Commerce
Celebration of Janamashtami	15/08/2017	150	Cultural Committee
Celebration of Independence Day	15/08/2017	210	Cultural Committee
Tree Plantation	25/07/2017	50	Beautification Committee
Paath Shri Sukhmani Sahib	10/07/2017	200	Gurudwara Committee
Celebration of International Yoga Day	21/06/2017	25	NCC
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
Nil	Career Guidance and Counselling Cell	9	12	3	Nil
<a href="#">View File</a>					

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

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

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
nil	Nil	Nil	nil	Nil	Nil
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
Nil	Nil	nil	nil	nil	nil
No file uploaded.					

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

Items	Number of students selected/ qualifying
Nil	Nil
No file uploaded.	

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

Activity	Level	Number of Participants
Annual Athletic Meet	College level	200
Celebration of Lohri	College level	250
Celebration of Prakash Diwas of Shri Guru Nanak Dev Ji ce	College level	250
Talent Hunt	College level	310
National Sports Day	College level	60
Celebration of Janamashtami	College level	150
<a href="#">View File</a>		

## 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
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Nil	nil	Nil	Nil	Nil	nil	nil
No file uploaded.						

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

Embedded in Meaningful Student Involvement is the assumption that all education decision-making should be democratic in its nature. Representatives of our students actively participate in various activities of different academic and administrative bodies of our institution like IQAC, A.F. Committee, Red Ribbon Cell, Legal Literary Club, Thinkers Society, Punjabi Sahit Sabha etc. They help in coordinating all the events related to academics and other co-curricular Extra-curricular activities, as per the directives of teaching faculty. They do lot of academic administrative work by taking the help of other students. They also motivate other students to take part in the activities conducted by the Institute. They work as a medium between faculty and students.

1. Coordination in day to day academic activities at their level.
2. Coordination in communicating the information between students and Teaching faculty.
3. Coordination in conducting special events like Freshers Party, Farewell party, Annual Function of Thinkers Society etc.
4. Coordination in organizing Cultural events.
5. Coordination in organizing Sports/ Games and arranging Tours and Visits for the students.
6. Vital help in collecting articles from students as Student Editor of College Magazine Nanak Jot.
7. Coordination in inviting the external guest speakers Seminars Workshops:- Our educational institution provides necessary support to the students in organizing coordinating the events. It encourages the students to develop their leadership skills through these activities. Student members can become real heroes and competent managers in future by learning all these skills. In their own practice today, educators should consider how they work with students to make decisions. Meaningful Student Involvement should not merely be an exercise, but must be a reality that engages, challenges, and expands students' understanding of democracy in their education and throughout their lives.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Alumni Association serves many valuable roles, such as helping to build and grow an institution's brand through word-of-mouth marketing. Yes, 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 Alumni Association was constituted in 2006, but it was registered on 28th November, 2016. All those, who pass out of the college, are eligible for Alumni status. The mission of Alumni Association is to inform, engage and inspire Alumni to stay connected to their alma-mates to support college to achieve its vision and contribute to its success. As per the bye-laws of Alumni Association, the President of the College Managing Committee will be Chief Patron of the Alumni Association and Secretary of the College Managing Committee will be the president of the Alumni Association. Other office bearers in the executive committee will be elected for the term of three years in the annual general meeting. So the executive committee is working under the partnership of Shri Neeraj Jindal and Secretary CA M.L. Grover. To ensure the smooth functioning of the Alumni Association, the executive committee consists of various coordinators of sub committees like cultural, refreshment, event organizing, educational, social service and placement cell. Nearly 400 alma-mates of our Alumni Association are in regular intervals of each and every activity of the institution with its heart and soul. Colleges also rely on Alumni to provide mentoring, internships and career

opportunities to students. To achieve its mission Alumni conducts Alumni Meets, Blood Donation Camps, Extension Lectures on different topics for the students, sponsorship of fee for students to keep in touch with society by organizing different cultural programmes. In the year 2017-18 a Blood Donation Camp was organized in which fund of Rs.70395/- was contributed. In addition to the meeting of the executive members of the Alumni Association Guru Nanak College Killianwali, Annual General Meeting of the members is conducted as per the protocols of the Annual General Meeting. The audited financial statements are also presented in the meeting along with the annual report of the last year.

5.4.2 – No. of enrolled Alumni:

359

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

70395

5.4.4 – Meetings/activities organized by Alumni Association :

Date of Meeting: 09-09-2017 14-10-2017 25-10-2017 Date of Activity: 28-10-2017  
Blood Donation Camp

## **CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 – Institutional Vision and Leadership**

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

Institution practises Decentralization and Participative Management. The success of an institution is the result of the combined efforts of all who work towards attaining the vision of the institution. Right from the President of the Management Committee to the staff and students, all the stakeholders have a role to play in building of the college. Their involvement and cooperation in devising and implementing decision making policies for academic and administrative affairs through various bodies and committees have contributed to the growth of the college. Institution focuses keenly on decentralization by intending equal opportunity (equal role to participate is the functioning of the Institution management comprises of management committee, Academic council and all the committees have been provided with specific functions cater to the needs of institution for the ongoing progress and development of the Institution. Managing committee takes case of infrastructure facilities which fulfil the quality and the required needs of the higher education bodies to reach the set goals or bench -marks of the Institution. It also extends all the amenities for the Teaching and Non Teaching faculty and students. The Principal, Heads of the departments, Teaching and Non Teaching faculty along with students together concentrate on fostering the progress of institution by sharing the responsibilities and participate in the growth of institution and to act according to the aims and objectives of the Institution. Principal, who is the chairperson of the IQAC, in consultation with the Teachers of different committees do the planning and implementation of different academic and other policies. Faculty members are given representation in various committees/cells nominated by the principal. Every year, the composition of different committees is changed to ensure a uniform exposure of duties for academic and professional development of faculty members. Students are empowered to play important role in different activities of college. The growth of institute depends on how faculty students grow. Suggestions of Non Teaching staff are considered while framing policies or taking important decisions. Faculty members share knowledge among themselves, students and staff members while working for a committee. Principal and Faculty members are involved in joint research and have published papers. The Principal and faculty members interact with government and external

agencies faculty members maintain interactions with the concerned departments of affiliating university. Students and office staff join hands with the Principal and faculty for the execution of different academic, administrative, extension related, co- and extracurricular activities.

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

Yes

## 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	<p>As the institute is affiliated to Panjab University, Chandigarh, it has to stick to the syllabus prescribed by affiliating University. After a fixed period of time, the syllabus is revised in meetings of Board of Studies. The Principal and one of the faculty member are a part of Board of Studies of Panjab university Chandigarh, who participate in various meetings at various levels and become a part of the process of shaping curriculum of various courses whenever there is a change in the syllabus initiated by PU, the same is conveyed to the HODs well within time. the HODs then call meetings off their teachers and devise strategies to empower the teachers to handle the new syllabus effectively.</p>
Teaching and Learning	<p>Enhancement of learning skills of the Students is done through participation in different seminars, conferences and extension lectures. Teaching and learning are strengthened with modern e-tools for better understanding. • The college has effective feedback mechanisms in different forms through various forums to tap the expectations of student community. • Different types of learning environments are created: starting from Library referencing to Paper Presentation in Workshops/Conferences for students and teachers. • Guest lectures, assignments, seminars, and projects are used besides written tests to evaluate students' performance. This helps to improve their creativity, originality and analytical thinking. • Quizzes, Creative writing and case studies are provided to the students on various topics to gain practical learning experience. • Through an effective system of student evaluation, a meaningful teaching and learning is</p>

	<p>assured. • Field trips and Industrial visits are arranged to enable the students to get hands on exposure. • Interactive means of taking classes is achieved by way of question - answer sessions and group discussions. • Students are guided to use library and other reference e- sources while preparing their assignments.</p>
Examination and Evaluation	<p>Internal assessment is marked as per University norms. • Mid Semester examinations are conducted by Academic Committee. • The Principal and the Heads of Department monitor the performance of the students by making an analysis after every internal test and external examination. • The teachers make an analysis of the performance of students after every internal test and external examination in departmental meetings.</p>
Research and Development	<p>Motivates the faculty to publish papers in peer reviewed journals with high impact factor and the same is appreciated. Faculty are encouraged to present papers in national and international conferences. Faculty member are encouraged to supervise M.Phil. and Ph.D. Research Scholars. Faculties are encouraged to do collaborative research to promote quality in research work.</p>
Library, ICT and Physical Infrastructure / Instrumentation	<p>Library • The library is fully automated using barcode technology for library transactions. It also offers On-line Public Access Catalogue and On-line user accounts facility to verify their transaction particulars. It is equipped with CCTV camera, well arranged stacks, Open Access system. • The library has UGC-INFONET Digital Library Consortium called NLIST for exclusive use of e-resources i.e. e-journals, e-books, and e-bibliographical databases etc. • There are 19045 books, 704 reference books and 11 journals in the library. The college utilizes the space, infrastructure, play ground, seminar halls, and other areas in the best way possible.</p>
Human Resource Management	<p>The Human Resource Management of the institution aims at developing for the purposeful organizational environment and improving performance of employees guarantying flexibility and innovation.</p>

The administration has well developed structure to watch each and every employee closely following principle of rigorous discipline but with very warm human touch. The recruitment and selection of employees is done through proper channel including advertisements in newspapers and interview through panel of subject experts. Various committees have been set up for effective working of college in human resource management area. The administration has developed mechanism to watch each and every employee closely, at the same time it takes care to keep the employees comfortable so that they can work efficiently to the maximum of their capacity. For the working of the college, different committees are set up. For the recruitment of the teachers, advertisements are given in the newspapers. The selection is done on merit basis through panel of experts.

Industry Interaction / Collaboration

Career Counselling and Guidance Cell in collaboration with IQAC organises workshop for employability related skill development of the student entitled "Don't be the Job Seekers, Be the Job Providers". The students of M.Com go for one month summer training in different industries. The under graduate students also visit Bank and Various Business houses to prepare their project reports.

Admission of Students

The institution has a marvelous history of over 62 years with a large number of course combinations to choose from. It has a good reputation for higher education in rural Punjab. The college ensures wide publicity in a planned manner. The college follows the academic calendar provided by PU Chandigarh giving last date for receipt of application.

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

E-governance area	Details
<p>Planning and Development</p>	<p>The institution regularly maintains and updates the Website, Facebook and Whatsapp pages and platforms to intimate and inform all the stakeholders about various activities of the college. Helps in providing speedy information which leads to better planning and development.</p>



Administration	<p>The institute uses computer based systems to manage student's records, students attendance, curriculum, transaction, official communications to teachers, students, alumni and other. Employee record management and pay slips and other HR related activities are also done through ICT. WhatsApp groups have been created exclusively for college teaching and non-teaching staff for effective information dissemination.</p>
Finance and Accounts	<p>Fully computerised office accounts section. The college conducts regular audit of annual books of accounts. The Administrative Office maintains the Books of Accounts properly which helps in auditing procedure.</p>
Student Admission and Support	<p>The college strictly follows the rules and regulations of Panjab University, Chandigarh and Government of Panjab regarding admission and reservation of seats for marginalised section of the society. The college financially supports the weaker and marginalised sections of the society through its strong support system so that no student left without education due to economic reasons. To reduce dropout rate due to economic constraints, college also offers flexibility to the students in the payment of fees. The college website also provides requisite information about the admission rules, procedure, subject combinations and eligible criteria as per university norms which assists students in taking admissions in the college.</p>
Examination	<p>Examination committee is formed under the guidance of Registrar who conducts the House Examination twice a year and keeps the record of student's result and internal assessment. The answer sheets are evaluated by the faculty members through evaluation procedure and are given back to the students.</p>

### 6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2017	International Seminar on Sahitya, Samaj evam Third gender: Dasha or Disha	nil	20/09/2017	20/09/2017	144	Nil
2018	National Seminar on Innovative Practices for Sustainable Development in India	nil	24/02/2018	24/02/2018	200	Nil

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
nil	Nil	Nil	Nil	0

No file uploaded.

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
9	5	1	13

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<ul style="list-style-type: none"> <li>• 240 days medical leave is given to the employees during his/her job period.</li> <li>• There is provision of maternity leave to the staff.</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• 240 days medical leave is given to the employees during his/her job period.</li> <li>• There is provision of maternity leave to the staff.</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• The poor and needy students are helped by faculty by giving concessions in fee structure. College has facility of 'Book Bank'</li> </ul>

Retiral benefits such as leave encashment, gratuity and provident fund to the staff as per rules. • Loan facility from provident fund for different purposes. • Residential facility is provided to the head of the institution. • Life insurance schemes for teaching, non-teaching staff members and students. • Duty leave is given. • Advance increments to the faculty members possessing higher qualification such as M.Phil. and Ph.D etc.

Retiral benefits such as leave encashment, gratuity and provident fund to the staff as per rules. • Loan facility from provident fund for different purposes. • Life insurance schemes for teaching, non-teaching staff members and students. • Duty leave is given.

for needy students. The merit holders are guided to avail various scholarships and other benefits. Some of our meritorious students are honored by Social Societies and Clubs and even in Annual Prize Distribution function of College.

#### 6.4 – Financial Management and Resource Mobilization

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

There is mechanism to monitor to effective use of available resources. There is a bursar from commerce dept of college who authenticates all the financial transactions of the college. A proper procedure for purchase is adopted. Quotations are invited and the prices are compared. The principal of the college consults with Bursar then monitors the financial flow in different committees like purchase committee and maintenance committee of the college. The accounts of the institution are regularly audited.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
ICSSR dated 04-12-2017	35000	National Seminar
<a href="#">View File</a>		

6.4.3 – Total corpus fund generated

0
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#### 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	nil	No	nil
Administrative	Yes	AG Office, Punjab Govt.	Yes	Bursar and Superintendent

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

After pre-semester examination, a parent teacher meeting is called to inform the parents about attendance, marks obtained, class performance and participation of their wards in co-curricular and extracurricular activities.

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

Financial aid in any form is given to the support staff for their development whenever is required.

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

1. Through Online Guide map the college caters the educational needs of the students from rural and backward areas. 2. One International and one National Seminars have been organised by the institution. 3. 6 permanent posts were filled. 4. Post Graduation Course in Commerce has been started in 2017-18. 5. Maintenance of Boundary Wall of College and Canteen along with the repair of Building of Gurudwara.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2017	International Seminar on Sahitya, Samaj evam Third gender: Dasha or Disha	20/09/2017	20/09/2017	20/09/2017	306
2017	A meeting with students to discuss about the achievements, problems and their requirements	16/11/2017	16/11/2017	16/11/2017	25

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**CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**

**7.1 – Institutional Values and Social Responsibilities**

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Violence against women	11/04/2018	11/04/2018	35	15
Violence against children	12/04/2018	12/04/2018	30	10

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

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

Total power requirement in college is 30kw . Total Lighting requirement is 46.94kw out of that 12.75 lighting is through LED bulbs and remaining 87.25 is lighting through other sources.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Ramp/Rails	Yes	1
Rest Rooms	Yes	1
Any other similar facility	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2017	1	1	30/08/2017	1	Competition on Clean India	Sensitizing the students for Cleanliness and Hygiene	20
2017	1	1	20/09/2017	1	International Seminar on Third Gender	Sensitizing the students and inculcating respect for third gender	306
2017	1	1	28/09/2017	1	Rally on Clean India	Creating awareness among people for Clean India	23
2017	1	1	28/10/2017	1	Blood Donation Camp	Developing human values among students for the care of society	100

2017	1	1	01/01/2018	7	7- Days N.S.S. camp on Sensitizing students for Slum area people	Sensitizing students for Slum area people	46
2017	1	1	20/02/2018	1	Rally on Road Safety	Creating Awareness among people for road safety	40
2017	1	1	24/02/2018	1	National Seminar on Innovative Practices for Sustainable Development in India	Sensitizing the students and other people for environment sustainability	150
2017	1	1	08/03/2018	1	Competition and Awareness rally on Women Empowerment	Awareness regarding women rights	40
2017	1	1	29/03/2018	1	One Day N.S.S. Camp on Meditation	Motivating students for meditation in their routine life	80
2017	1	1	08/04/2018	1	One Day N.S.S. Camp on Yoga	Motivating students for Yoga for good health	90
<a href="#">View File</a>							

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

Title	Date of publication	Follow up(max 100 words)
A Handbook of Information (Prospectus)	20/05/2017	Code of Conduct (A Handbook of Information for students) Discipline is the key to success. A student is required to

abide by the rules and always remain in discipline while pursuing studies and getting trained in the art of living. Every student must strive to:-

1. Contribute actively to create congenial atmosphere in the college.
2. Show courtesy and decency of behaviour to all the teachers, non-teaching employees and fellow college students especially to girls.
3. Always keep his/her college identity card with him/her, failing which the student could be refused to enter the college premises.
4. Always to be particular in maintaining silence and discipline while in the Reading Room and Library.
5. Inculcate sweetness of temper, humility and courtesy of manners as is the hallmark of deserving students.
6. Avoid participation in political communal activities which disturb and damage our social set-up.
7. Keep mobile phones away from the college premises.
8. Stay at the window of College walls, Black Board etc. by writing anything and making images. A student guilty of the breach of this rule will be turned out of college.
9. Never to deface the college walls. Black board etc. by writing anything and making images. A student guilty of the breach of this rule will be turned out of college.
10. Not to spoil the library books and magazines by writing anything on them or making them dog-eared.
11. Not to come to the

college campus under intoxication, playing cards in the college premises is strictly prohibited. 12. Ensure attendance in the college functions and activities. A fine of Rs. 100 per day shall be imposed in case of absence. 13. Not to enter the staff room and the college office without permission. 14. To maintain proper decorum at the college canteen- as canteen is also a part of the college premises. 15. To ensure that college property, furniture etc. sustains no damage. Strict action will be taken against the violators of this rule. 16. Not to indulge in Ragging. As per the clear-cut instructions of the Honourable Supreme Court of India, Ragging has been banned. Student guilty of Ragging shall be expelled from the college. DO's: Each student must wear the college identity card during college hours. Defaulters will be fined heavily. It's the duty of each student to maintain discipline in the college. It is the prime duty of every student to keep himself/herself in touch with the Main Notice Board and Departmental Notice Board of the college. College is not responsible for the missing of any important information displayed on the Notice Boards during the absence of student. DON'Ts Use of mobile phones is strictly prohibited in the college campus. Any student found in possession of a cell phone will be heavily



fined and his/her phone will be confiscated. Repetition of these mistakes will lead to rustication. Don't harm the college property in any way. Don't wear ungraceful dress.

### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Paath Shri Sukhmani Sahib	10/07/2017	10/07/2017	200
Celebration of Independence Day	15/08/2017	15/08/2017	210
Celebration of Janamashtami	15/08/2017	15/08/2017	150
Teachers day celebration	06/09/2017	06/09/2017	150
Celebration of Prakash Diwas of Shri Guru Nanak Dev Ji	04/11/2017	04/11/2017	250
Republic Day Celebration	26/01/2018	26/01/2018	190
<a href="#">View File</a>			

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

1. A rally on clean India by N.C.C. on 28.09.2017..
2. A competition on clean India by N.C.C. on 30.08.2017.
3. Maximum communication is done through Electronic Media as most of the information to the staff and students is conveyed through social media.
4. Use of C.F.L. in all classrooms and offices.
5. Partially Paperless work.

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

1. Blood Donation Camp: By giving blood to others who are in need can save a life. You save not only one person's life but also a life of many who depends on that person" The person who gets life of others definitely looks forward to his turn. This attitude in people grows like a chain's reaction. And everybody on the globe is now connected in this chaining process. Keeping in mind the necessity of being the part of this chain reaction the Alumni association of our college organizes blood donation camps off and on in college campus.
2. Book Bank : Our College has Book Bank facility for the bright and needy students. OUR MOTTO is to provide education to all. Students who cannot buy expensive books on their own as their budget is limited. They can borrow the books for full semester and make their own notes from the book bank of our college.

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

<http://gnckillianwali.com/uploads/bestpractices20172018.pdf>

## 7.3 – Institutional Distinctiveness

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

NSS Camp The National Service Scheme (NSS) is a Central Sector Scheme of Government of India, Ministry of Youth Affairs Sports. It provides opportunity to the student youth of India to take part in various government led community service activities programmes. The sole aim of the NSS is to provide hands on experience to young students in delivering community service. The Motto Of NSS is "Not Me but You" . The college has been allotted 100 seats under NSS. Students from all classes can apply for this. They are required to attend a 7 day camp. Volunteers who attend NSS camps regularly get an advantage over others in admission to post graduate classes and in various other fields. The college has organised 7 days NSS camp (i.e. From 1-1-2018 to 7-1-2018) in the slum area in Mandi Dabwali. The Main theme of the camp was to bring awareness among slum dwellers and to develop the feeling among the Volunteers "Not Me But You". 46 students and 5 outsiders had attended the camp. In addition to it, the college has organised a 1 day NSS camp on meditation and one day NSS camp on Yoga also.

Provide the weblink of the institution

<http://www.gnckillianwali.com/>

### **8.Future Plans of Actions for Next Academic Year**

An action plan is a plan to take specific action or make strategies to achieve the goals. Our college is determined to take these necessary steps to accomplish our goals. 1. Our college relates students from rural areas. Every child cannot afford to take coaching to get the admission in the college. For this purpose, our college will arrange free coaching classes for 2 pass students to motivate and encourage them to enroll themselves in higher education(UG Classes). 2. In future it is planned to prepare the Babu Nanak Chand Memorial Garden and a sculpture of our Founder President S. Gurraj Singh Dhillon would be raised.