# YEARLY STATUS REPORT - 2022-2023

## 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@gmail.com

- 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  ·  Grants-in aid

- Name of the Affiliating University        **Panjab University Chandigarh**

- Name of the IQAC Coordinator        **Mrs. Galaxy Gupta**

- Phone No.

- Alternate phone No.

- Mobile        **9814641949**

- 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/AQAR202122.pdf](https://www.gnckillianwali.com/uploads/AQAR202122.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/Academiccalender2022-23.pdf](https://www.gnckillianwali.com/aqarfiles/Academiccalender2022-23.pdf)

**5.Accreditation Details**

| Cycle | Grade | CGPA | Year of Accreditation | Validity from | Validity to |
|-------|-------|------|-----------------------|---------------|-------------|
| **Cycle 2** | **B+** | **2.66** | **2022** | **21/09/2022** | **20/09/2027** |

**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 |
|-----------------------------------|--------|----------------|-----------------------------|--------|
| **Department of Business Management and Commerce** | **National Seminar** | **NAAC** | **2023** | **30000** |

**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**   `4`

- 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?**   `Yes`

- If yes, mention the amount   `NAAC- Rs. 30,000`

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

`1. NAAC cycle 2 was completed by IQAC in September 2022. 2. Resolution was written down for the promotional cases of the staff members. 3. Motivated students and teachers to actively participate in online curricular and co-curricular activities. 4. National Seminar was conducted by the department of Commerce with the help of IQAC. 5. Projectors are installed for teaching with the help of ICT tools.`

**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 planned according to the regulations that NAAC Cycle 2 will be completed this year. | It was attained |
| Smart boards were planned to purchase | Projectors are purchased and installed |
| Staff members were motivated to organize national or international seminar | It was attained |
| Introduction of new vocational courses | It is in process |
| It was decided that outreach programs will be conducted by different cells/committees | It was attained |
| NCC and NSS will adopt a village and organize activities to spread awareness. | It was 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 | 08/02/2024 |

**14.Whether institutional data submitted to AISHE**

## 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@gmail.com |
| • 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 | Grants-in aid |
| • Name of the Affiliating University | Panjab University Chandigarh |
| • Name of the IQAC Coordinator | Mrs. Galaxy Gupta |
| • Phone No. | |

| | |
|---|---|
| • Alternate phone No. | |
| • Mobile | **9814641949** |
| • IQAC e-mail address | **gnck.iqac@gmail.com** |
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| | |
|---|---|
| **6.Date of Establishment of IQAC** | **01/07/2015** |

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| | |
|---|---|
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| | |
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| • If yes, mention the amount | **NAAC- Rs. 30,000** |

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**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 | 08/02/2024 |

**14. Whether institutional data submitted to AISHE**

| Year | Date of Submission |
|---|---|
| 2022-23 | 26/02/2024 |

**15. Multidisciplinary / interdisciplinary**

The goals of the new education policy are quality, equity, inclusion, and accessibility, and it is being implemented nationally. Our college isn't autonomous, thus we can't create our own curriculum. The running curriculum already contains a variety of disciplines such as Economics, Mathematics, History,

Political Science, Physical Education, along with three language papers Hindi, Punjabi and English. Except the courses of Humanities we also have the courses provided by the stream of Commerce. We will try to explore more options to blend the curriculum with the adequate provisions for giving more options to the student. Nevertheless, we make every effort to plan seminars that showcase the diverse perspectives that experts from other fields may offer on a certain topic or concern. Students from various streams engage in activities together or compete with one another so they may understand and value one another's viewpoints. We have also made it possible for students from many streams to take part in certificate programs. The plan is to teach students a variety of courses. Additionally, we provide students the chance to participate in contests that highlight significant facets of several academic fields.

## 16.Academic bank of credits (ABC):

The "Academic Bank of Credits" (ABC) is an educational digital platform created to faciltate students' seamless mobility between or within degree-granting Higher Education Institutions (HEls) through a formal system of credit recognition, credit accumulation, credit transfers, and credit redemption in order to promote distributed and flexible teaching and learning. Guru Nanak College completely adheres to the curriculum framework given by the Panjab University and syllabi as approved by the University from time to time. The College is completely prepared to implement Academic Bank of Credits framework as approved by the University. Panjab University has implemented Academic Bank of Credit in the campus but it is still to be implemented in its affiliated colleges. The institution carried out the plan in order to activate this academic bank of credits from 2022-23.

## 17.Skill development:

Our college is aware of how crucial skill development is to improve employment prospects so it places a strong emphasis on helping students build their professional selves so they can explore possibilities and career aspirations. Faculty members are always available to support students in identifying their skills and talents and in learning new ones that will help them pursue their chosen careers. By encouraging students to improve their abilities and creativity through a variety of programs like workshops, extension lectures, seminars, and college-organized tours, our college fosters industrial linkages. The college offers a variety of courses that give students exposure to and a deeper understanding of their particular career fields in order

to help them develop and strengthen their talents. Students enrolled in the M.Com program are required to complete a summer training program in order to gain practical experience related to the subjects they are learning in class. Our college offers Computer Applications courses to help students improve their computing skills. The certificate program of CBA offers technical skills to students. MoUs and Faculty Exchange Program with other institutions, industries and associations are also providing students' opportunities to interact and explore. By bringing students to the employment office, the Career Counseling and Guidance Cell also makes an attempt to keep students informed about new skill development courses. Placement Camp is also organized to provide the students with the job opportunities. As a result, they develop their presentation abilities, confidence, and opportunity to use their knowledge in real-world situations.

## 18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The college honors the Indian knowledge system despite its modern approach because most of its staff members give lectures in bilingual system (English & Vernacular). The Institution uses the modes pertaining to the appropriate integration of Indian knowledge system by the observance of Hindi Diwas and International Mother Language Day. To help pupils better understand their rich cultural history, scheduled field trips to museums and historical locations are conducted. In order to help students better appreciate India's rich cultural diversity, all college holidays are also celebrated in accordance with custom. To make sure that our traditions and practices are carried down from one generation to the next, we periodically hold a variety of competitions based on our cultural history. The historical books and other traditional Indian works have been introduced to the college library so that students can learn about the social, political, economic, and cultural lives of ancient people from a unique perspective. Even if our institution makes an effort to instill in its students the Indian knowledge system, the arts, and the spirit of our rich cultural history, true integration will only be made feasible with guidance from our state government and the affiliated university.

## 19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Every course offered at our college has clearly defined Program Outcomes (PO) and Course Outcomes (CO), which are also posted prominently on the college website. Traditional teaching approaches that concentrate just on imparting data and make

pupils become exam-oriented are not accepted at colleges. We place a strong emphasis on outcome-based education so that students can acquire topic knowledge and experience with higher-order thinking in addition to earning credits. In addition to learning material by heart or repeating it, pupils should be able to handle increasingly challenging assignments. The course format includes theory (for comprehension), practical (for skill development), and seminars (for greater confidence and communication abilities) as essential components of its evaluation. The level of achievement of these outcomes is monitored at the various levels by the college through internal and external examinations, seminars, projects and participation of the students in different co-curricular activities. The program outcomes to a great extent are reflected in the students' progression towards higher studies and placements.

**20.Distance education/online education:**

Every educational institution in the world has switched from offering traditional instruction to online instruction as a result of the COVID-19 pandemic. In light of the pandemic's obstacles, our college has effectively delivered all of its course material online, complete with sufficient study materials and remote accessibility in mind, ensuring that no student encounters difficulties. Our college developed a hybrid form of instruction, incorporating both online and offline resources for the teaching and learning process, when the economy and educational institutions opened. College faculty members are frequently urged to acquire new techniques for delivering course material online by using programs such as Zoom, Google Classroom, Google Meet, and others to conduct virtual lectures. A few of them additionally posted their lectures to YouTube channels. Additionally, tools like the Digital Board and PowerPoint Presentation were used. There are limitations in content delivery through online mode. It needs extensive content development and along with that our college does not provide a remote learning course which can be applied only with the permission from the college's governing body. .

# Extended Profile

## 1.Programme

1.1                                                              **115**

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

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

## 2.Student

2.1 **558**

Number of students during the year

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

2.2 **346**

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

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

2.3 **143**

Number of outgoing/ final year students during the year

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

## 3.Academic

3.1 **18**

Number of full time teachers during the year

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

3.2 **21**

Number of sanctioned posts during the year

## Extended Profile

### 1.Programme

| 1.1<br><br>Number of courses offered by the institution across all programs during the year | | 115 |
|---|---|---|
| **File Description** | **Documents** | |
| Data Template | View File | |

### 2.Student

| 2.1<br><br>Number of students during the year | | 558 |
|---|---|---|
| **File Description** | **Documents** | |
| Institutional Data in Prescribed Format | View File | |

| 2.2<br><br>Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year | | 346 |
|---|---|---|
| **File Description** | **Documents** | |
| Data Template | View File | |

| 2.3<br><br>Number of outgoing/ final year students during the year | | 143 |
|---|---|---|
| **File Description** | **Documents** | |
| Data Template | View File | |

### 3.Academic

| 3.1<br><br>Number of full time teachers during the year | | 18 |
|---|---|---|
| **File Description** | **Documents** | |
| Data Template | View File | |

| 3.2 <br><br> Number of sanctioned posts during the year | **21** |
|---|---|

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

| **4.Institution** | |
|---|---|
| 4.1 <br><br> Total number of Classrooms and Seminar halls | **19** |
| 4.2 <br><br> Total expenditure excluding salary during the year (INR in lakhs) | **25.838** |
| 4.3 <br><br> Total number of computers on campus for academic purposes | **54** |

# 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, Killianwali has been affiliated with Panjab University Chandigarh since 1956, and it adheres to the university's established curriculum. The institution makes sure that students receive an excellent education by commencing a new session with well planning. The Principal calls a general meeting at the start of each session to have each department draft a curriculum plan in order to deliver the curriculum effectively. Under the direction of the several departments' heads, it is coordinated at the departmental level. The curriculum is then planned and divided into semesters by each department. The college organizes different activities to achieve the objective as prescribed by the university related to the curriculum. If necessary, teachers also make midterm revisions as and when required. Every department adheres to the University's published academic calendar. The institution has started the following projects to provide the curriculum effectively:**

- **The faculty is also kept up to date through efforts.**
- **The library and other learning materials are consistently updated.**
- **The faculty is encouraged to employ computer-aided teaching techniques and learner-centered teaching.**
- **Staff meetings, general as well as departmental, are conducted to sensitize teachers on their duties and encourage them to use innovative teaching techniques.**
- **By awarding prizes and scholarships, advanced learners are encouraged.**

| File Description | Documents |
|---|---|
| Upload relevant supporting document | [View File](#) |
| Link for Additional information | https://www.gnckillianwali.com/aqar202220 23/1.1.1.pdf |

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

**The college has been affiliated with Panjab University, Chandigarh, since 1956 and offers the B.A., B.com, M.Com degrees, PGDCA diploma and C.B.A. certificate course. Every year, prior to the start of the academic session, Panjab University, Chandigarh, circulates the tentative academic calendar. The college then develops its semester-by-semester timetable to achieve the academic goals, which is shared with the departments. The syllabus is broken down into units that must be finished within the allotted duration, keeping in mind the number of working days permitted by the university's academic calendar. To ensure good adherence to the academic calendar, the principal regularly monitors the college with the support of the heads of the departments. The principal also holds review meetings to assess if the execution and development of the extracurricular and curricular activities are in accordance with the academic calendar and to make necessary adjustments. For the benefit of newly admitted students, all of the academic and extracurricular activities from the previous year are included in the prospectus for the upcoming year and are also visible on the college's website, Instagram, Telegram, and Facebook page.**

**Academic calendar includes information regarding the following aspects:**

1. **Scheduled Working Period**
2. **Co-curriculum Activities**
3. **Extra-curricular Activities**

| File Description | Documents |
|---|---|
| Upload relevant supporting document | [View File]() |
| Link for Additional information | [https://www.gnckillianwali.com/aqar202220 23/1.1.2.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**

**A. All 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**

2

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Minutes of relevant Academic Council/ BOS meetings | **No File Uploaded** |
| 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**

0

| 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

By instilling human values and skills, Guru Nanak College Killianwali does its utmost to help students grow and become better citizens. The following are some of the activities geared toward fostering human values, professional ethics, and other ideals:

1. Spirituality and Human Values: Various events, such as International Yoga Day celebrations, festivlas like Gurpurab and Janmashtami, blood donation drives, etc., are periodically organized.

2. Environmental sensitivity and gender equality: The College organizes N.S.S. Camps on social concerns in an effort to educate students about environmental issues. Additionally, several departments organize additional events like Extension Lectures, Poster Making, Group Discussions, Paper Reading Competitions, Essay Writing, etc.

3. Life Skills: Every year, the college holds an athletic meet. The university participates in the youth and heritage festival as per their annual schedule.

4. Professional ethics: To help students develop professionally, presentations using ICT and in-class debates and discussions are organized. National and international conferences and seminars, ice-breaker exercises, educational excursions, Fresher's parties and farewell parties, for newcomers, business and religious quizzes, and other events are planned.

| File Description | Documents |
|---|---|
| Any additional information | <u>View File</u> |
| Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum. | <u>View File</u> |

**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

**11**

| 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/aqar202220 23/1.4.1.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/aqar202220 23/1.4.2.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

**558**

| 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

**208**

| 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.

Following activities are undertaken by the institution for students who are 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 so that to enhance their knowledge.

• Guidance for career planning

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

• Extension lectures, quiz and seminars

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

Following activities are undertaken by the institution 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/aqar202220 23/2.2.1.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 |
|---|---|
| 558 | 18 |

| 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 the 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 from time to time.**

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

- **Class discussions are organised for in depth understanding in the class.**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File]() |
| Link for additional information | https://www.gnckillianwali.com/aqar202220 23/2.3.1.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-Book 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

**17**

| 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

**18**

| 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**

05

| 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**

173 Years 6 Months

| 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/aqar202220 23/2.5.1.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 to the students. 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 all the internal/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 and they can consult with their mentors also.**

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

| File Description | Documents |
|---|---|
| Any additional information | <u>View File</u> |
| Link for additional information | <u>https://www.gnckillianwali.com/aqar202220 23/2.5.2.pdf</u> |

## 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 the 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/aqar202220 23/2.6.1.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/aqar202220 23/2.6.2.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

141

| 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/uploads/annualreport2022-2023.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/sss2022-23.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 | No File Uploaded |
| e-copies of the grant award letters for sponsored research projects /endowments | No File Uploaded |
| List of endowments / projects with details of grants(Data Template) | No File Uploaded |

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

## 3.1.2.1 - Number of teachers recognized as research guides

02

| 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 | **No File Uploaded** |
| 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 and development cell is also constituted which comprises of faculty members having Ph.D. degrees and research aptitude to address the research issues. Initiatives are 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 is also having**

**well-furnished seminar and auditorium hall 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 counseling 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/aqar202220 23/3.2.1.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**

5

| 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**

0

| File Description | Documents |
|---|---|
| URL to the research page on HEI website | [https://www.gnckillianwali.com/researchcommittee.aspx](https://www.gnckillianwali.com/researchcommittee.aspx) |
| List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template) | [View File](View File) |
| Any additional information | [View File](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**

**4**

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

**39**

| File Description | Documents |
|---|---|
| Any additional information | [View File](View File) |
| List books and chapters edited volumes/ books published (Data Template) | [View File](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 six 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 celebrates Independence Day and Republic Day. International Yoga Day, 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/aqar202220 23/3.4.1.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**

0

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

**3.4.3 - 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**

36

| 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**

307

| 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**

4

| 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**

**8**

| 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.

**The college has a magnificent double storey campus with its infrastructure improving constantlykeeping pace with changing needs. The campus is spread over 11 acres of land. It is situatedon National Highway NH-9. The college has separate block for administration. The college hasspacious and modern class rooms with proper lighting and ventilation facilities and common room for girls.There is a residential accommodation also for the Principal inthe college campus. The college has a library with Wi-Fi, E-Shelf, adequate space and approximately 20399 books. The college library also provides N-List many National and International journals/magazines related to the different subjects and other facilities. The college provides the facility**

of Book Bank for needy and meritorious students.

The College has two computer labs with 32 computers with Wi-Fi facility, seminar hall with computer system, projector and sound system, auditorium with projector and sound system. Besides this, the college has three other smart classrooms with ICT facility. The college also hasPrincipal office, conference room, staff room canteen and separate space for studentsand staff parking. The college provides the facility of Babu Nanak Chand Aggarwal Memorial Park, Swimming pool, Gym, Handball, Basketball, Football, Badminton Court, Lawn Tennis Court etc.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | https://www.gnckillianwali.com/aqar202220 23/4.1.1.pdf |

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

Our college is having adequate facilities for sports, indoor and outdoor games. It has basketball ground, handball ground, kabaddi ground, Lawn Tennis Court, volleyball court, badminton court (indoor and outdoor), 200 meter track etc. for sports activities. There is a modern swimming pool and gymnasium in the college open for students as well as for outsiders under the trained coach. The college has also a lush green park by the name of 'Babu Nanak Chand Park' for Yoga and morning and evening walk.

The college also provides the facility of cultural activities to participate in the zonal and inter-zonal Panjab University Youth and Heritage Festival and different inter-college and inter-university competitions. To achieve this purpose the college provides the physical infrastructure as well as instruments like a big auditorium, seminar hall, two open air stages.

The college also provides the facility of Swimming pool and Gym for physical as well as mental fitness of the students. The college also celebrates the International Yoga Day to aware the students how to reduce anxiety and mental stress with the help of NCC. Apart from this, college NSS Unit also organizes one day yoga camps and extension lectures on stress management.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | https://www.gnckillianwali.com/aqar202220 23/4.1.2.pdf |

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

5

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | https://www.gnckillianwali.com/aqar202220 23/4.1.3.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)

8.18

| 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)

**Name of ILMSsoftware- Winning Edge Learning Library Management System**

**Nature of automation (fully orpartially)-Partially**

**Version-V2**

**Year ofAutomation-2015**

- Our college harbors a two-storied library having carpet area including Reading hall 39'0"×5sq.ft., Hall 23'6" ×62'0" and store 11'9" ×11'9" and around 70 seating capacity which provides enough learning space for UG & PG students as well as faculty. The library has a collection of 20399 books, around 164300 e-books on N-list. Students and faculty can access around 6000 journals provided in the library.
- Library is open for students and faculty 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 the year 2015 and since then the ILMS is updated annually every year.
- 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 has more than 164000 e-books which are used by various students and faculty members. All these e-books can be accessed anywhere at any-time through remote access.
- All the library documents are barcoded and books are issued to users based on these barcodes.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File]() |
| Paste link for Additional Information | https://www.gnckillianwali.com/aqar202220 23/4.2.1.pdf |

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

**books Databases Remote access toe-resources**

| 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)

**0.53**

| 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

**22.23**

| 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

**The college carries out, every year before the start of the academic session, need - based assessment for**

replacement/upgradation/addition of the existing IT and wifi
facility infrastructure based on the suggestions from the head
of thedepartment with the help of IQAC in general meeting of the
staff after reviewing course requirements, computer – student
ratio, budget constraints, working condition of the existing
equipment and also students grievances.

The college also tries to upgrade the knowledge of teachers as
well as the students by ensuring optimal deployment of
infrastructure through conducting workshops/awareness
programs/training programs for faculty on the use of new
technology.

For the effective utilization of IT infrastructure, the college
ensures maintenance and service as and when required to upgrade
the facilities with latest technology for the computer labs,
library, seminar room, office, website of the college, Software
applications, UPSs etc.

The institute has always been reviewing the current needs and
accordingly the internet bandwidth is upgraded time to time.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File]() |
| Paste link for additional information | https://www.gnckillianwali.com/aqar202220 23/4.3.1.pdf |

## 4.3.2 - Number of Computers

54

| 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)

**17.65**

| 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.

**\*Computers and Computer Labs-To provide the latest IT facility to the students to upgrade themselves, the college has established two computer laboratories with the latest technology along with Wi-Fi facilities in the campus and college also maintain and upgrade these facilities regularly andnon-repairable systems are disposed off from time to time.**

**\*Library-Our college library is enriched with around 20599 books including traditional and modern books, text books, reference books, encyclopedia, national and international journals of different subjects, magazines, newspapers and e-resources etc. The requirement and list of books is taken from the concerned departments.**

**\*Sports: Regarding the maintenance of these facilities, the college always provides the sufficient financial assistance with**

the recommendation of the Sports committee to maintain and upgrade the indoor and outdoor activities like Badminton/ Volleyball court / Table Tennis Courts /Gym etc. for the betterment of the students.

*Classrooms-The college managing committee provides the best infrastructure in the classrooms to create the heathy environment in teaching learning process. The college has sufficient classrooms as per the courses provided in the college campus. The managing committee and the principal, with the consultation of the IQAC and different committees, facilitate the maintenance and upkeep of infrastructure.

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional information | https://www.gnckillianwali.com/aqar202220 23/4.4.2.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

91

| 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**

**25**

| 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/aqar202220 23/5.1.3.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**

**377**

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

**377**

| 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**

A. All 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

44

| 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**

**10**

| 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**

**4**

| 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.**

1

| File Description | Documents |
|---|---|
| e-copies of award letters and certificates | View File |
| 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) | View File |

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 )

**Through participation in several curricular and extracurricular committees, the institution has always committed to promote leadership skills in its students. Meaningful Student Involvement is based on the principle that all actions relating to education should be democratic in nature. IQAC, Thinkers' Society illustrations of the academic and administrative bodies at our college where representatives of our students actively participate in its various activities. According to the instructions of the teaching staff, they assist in organising all events relating to academics and other co-curricular and extracurricular activities. With the assistance of other students, they handle a lot of administrative work for the college. Moreover, they inspire other students to participate in the Institute's activities.**

| File Description | Documents |
| --- | --- |
| Paste link for additional information | https://www.gnckillianwali.com/aqar202220 23/5.3.2.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**

**6**

| File Description | Documents |
| --- | --- |
| Report of the event | View File |
| 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) | View File |

**5.4 - Alumni Engagement**

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

**Yes, the college has alumni association registered in the name of "AlumniAssociation 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, it was registered on 28th Nov, 2016 by Regd. No. 6099. 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 bylaws of alumni association the president of the**

college Management committee will be chief patron of alumni and secretary of the college Management 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. Presently working executive committee members were elected in the annual general meeting held on dated 03-12-22.So the executive committee for 2022-25 is working under the presidentship of Shri Neeraj Jindal and Secretary CA ML Grover.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.gnckillianwali.com/aqar202220 23/5.4.1.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 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 the college with the assistance of teachers of various departments and different committees. The perspective plan helps to streamline various processes like teaching-learning process, develop the e-governance, evaluating methodologies, improving students', strengthening alumni association, research progress, infrastructure facilities etc.

Participation of Teachers in Decision-Making Bodies: The Principal of the college takes decisions with the discussion of the managing committee in the scholastic perimeters in tune with the regulations of the PU Chandigarh. Regular affairs are the intermittent conversations of the Head alongside the HODs and staff. Teachers play a pivotal role in decision making process in our educational system because they are on the frontlines, imparting knowledge and nurturing young minds.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.gnckillianwali.com/aqar202220 23/6.1.1.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 particular reflection of this practice may be seen in extensive delegation of authority to the Academic Committee in college.

The ways in which Academic Committee participates in the Management Process:

- The academic committee is responsible for imbibing the best practices to provide an improved academic system. The main objective of the academic committee is to oversee the academic affairs of the college and make recommendations to the Principal about academic programs and strategic priorities. The committee is accountable for practices such as conducting Exams and academic functions. The Academic Committee of our college conducts mid-semester

examinations with the directions of the principal. The head of the committee hold meetings where the programme for the entire examination process is decided. The Head, in consultation with his/her committee members, informs the teachers to ensure that all the question papers are prepared well in advance. The committee members prepare time table for the above-mentioned examinations in advance and inform the students about the same through the different sources like notice boards, mentor-mentee groups, class groups etc. The non-teaching staff is involved in the functioning of the internal examinations by discharging them duties related to the arrangement of exam process thereby contributing to the vibrancy of the management mechanisms in college. The above enumeration of features comprising participatory management points to the ethics of decentralization which informs its functioning at every level.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.gnckillianwali.com/aqar202220 23/6.1.2.pdf |
| Upload any additional information | View File |

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

NSS of our college clearly articulates the strategic planning and implements it sincerely. It regularly conducts various activities for overall development. It orients the youth to community service. It makes them identify the needs and problems of the community involving them in problem solving process. NSS develops among them a sense of social and civic responsibility. It sensitizes the volunteers on various issues and human values such as national integrity, gender equality, cyber awareness, cleanliness, environmental protection, road safety, mental health, yoga day celebration, problems faced by rural people. One case study in this regard is organisation of 7 days NSS camp during March 2023. In March 2023 the proposal for organisation of NSS campus was sent to NSS program coordinator PU Chandigarh and their approval was received for 7 days camp to be held from 24th to 30th March 2023 at VPO killianwali on the theme Swachh Bharat Abhiyan and & Fit India Campaign. Total 50 volunteers were allowed for this camp. They were divided into five groups

of 10 each with one group leader and one discipline incharge for each group. During the camp different activities were organised. At the end four volunteers were honoured. Two were honoured as sincere volunteer girl and sincere volunteer boy and two were honoured as best volunteer girl of NSS and best volunteer boy of NSS.

| File Description | Documents |
|---|---|
| Strategic Plan and deployment documents on the website | [View File](#) |
| Paste link for additional information | [https://www.gnckillianwali.com/aqar202220 23/6.2.1.pdf](https://www.gnckillianwali.com/aqar20222023/6.2.1.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 Coordinator, 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. For instance Red Cross Society provided first aid services during annual athletic meet, distributed Sanitary Pads in Slum Area and celebrated Red Cross Day by organizing Poster Making Competition. Fee Concession Committee provides financial assistance to students. Several students get the benefits availed by the committee to the students for their future betterment.

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 lay at prominent places.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.gnckillianwali.com/aqar202220 23/6.2.2.pdf |
| Link to Organogram of the institution webpage | https://www.gnckillianwali.com/aqar202220 23/6.2.2.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 | No File Uploaded |
| 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 leaves 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 nonteaching staff for efficient functioning:

1. Medical leave

2. Wi-Fi facility

3. Workspace

4. Computing facility

5. Identity cards Page

**6. Sports facilities (gym and swimming pool)**

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.gnckillianwali.com/aqar202220 23/6.3.1.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**

0

| 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) | No File Uploaded |

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

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

2

| 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**

**4**

| 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:-

- ACR of the teaching staff members
- Teaching, Learning and Evaluation related activities
- Co-Curricular, Extension and Professional Development related activities
- Research Publications and Academic Contributions
- 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. 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/aqar2022023/6.3.5.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 work on the general adequacy of the college environment.

The institute has a mechanism for Internal and External audits. We have our internal audit mechanism, in which the Office clerk prepares the data and checked by the Office Superintendent then the Bursar and Principal, where internal audit is an ongoing continuous process in addition to the external auditors verifying and certifying 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. The external audit is carried out by the 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 the recurrence of such errors in the future.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.gnckillianwali.com/aqar202220 23/6.4.1.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)

0.6

| 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 college is 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/aqar202220 23/6.4.3.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

**Seminar: IQAC has identified the importance of seminars that help faculty and students to boost their skill set and develop professionally and progress in their careers and life.IQAC always tries to enable extensive knowledge by organizing the seminars for the overall development of the students and teachers. The Business Management and Commerce department with the help of IQAC successfully organized National Seminar on 11th**

of March 2023. More than 150 participants including faculty members from various educational institutions were present. The institution always wanted to aware the students and staff members about the NEP for the transformation by delivering high-quality education and developing India into a global knowledge superpower.

**NAAC cycle**

IQAC helps in various academic and administrative activities of the institution. The members of IQAC with the help of college staff members prepare and submit the Annual Quality Assurance Report (AQAR) and SSR as per the guidelines and parameters of NAAC. A peer team was constituted by NAAC to visit the institution when the rigorous process of preparing the college self-study report, IIQA and DVV completed by IQAC and the college. They visited the college from 16th and 17th September, 2022. The Governing Body, Principal, IQAC members, the entire teaching and non-teaching staff, students, parents, alumnae, everyone was well instructed by IQAC for smooth sailing during the visit. This entire process has enabled the College to assess its capabilities as an institution.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.gnckillianwali.com/aqar202220 23/6.5.1.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 examples of institutional reviews and implementation of teaching learning reforms facilitated by IQAC**

1. **Lesson Plan and Execution Report: IQAC works on improving the teaching-learning process and supports adopting Outcome-Based Education (OBE) in all programs of college gradually. 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 members of the subjects of their interests at least two weeks before the commencement of the semester. IQAC works on the optimization and integration of modern methods of teaching and learning.

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. 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. Collaborations are done with the other institutions, associations and industries to help students get exploration from outside the institution. Feedback is collected from students, parents and stakeholders to get the

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.gnckillianwali.com/aqar202220 23/6.5.2.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)**

B. Any 3 of the above

| File Description | Documents |
|---|---|
| Paste web link of Annual reports of Institution | https://www.gnckillianwali.com/uploads/annualreport2022-2023.pdf |
| Upload e-copies of the accreditations and certifications | **No File Uploaded** |
| Upload any additional information | View File |
| Upload details of Quality assurance initiatives of the institution (Data Template) | 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

**Guru Nanak College consistently champions the cause of equal opportunities for its students, regardless of gender, by actively promoting an inclusive environment for both curricular and co-curricular activities.**

**1. Safety and security**

**Our college has strategically deployed CCTV cameras within the college premises including the college gate, canteen, parking area, office spaces, different corridors on various floors, and the grounds. This surveillance system is in place to ensure the well-being and security of both students and staff.**

**Additionally, the college issues ID cards to students and staff as a measure to restrict unauthorized access to the campus. Furthermore, during their free periods, staff members conduct regular campus patrols to enhance security.**

**To facilitate open communication and address concerns, the campus is equipped with complaint boxes positioned near key locations such as the Principal's office, the commerce department, and the library. These boxes serve as a means for collecting suggestions and addressing any complaints.**

**Women's Day**

The college celebrates Women's day every year to raise awareness about the challenges and inequalities that women face around the world. It provides a platform to advocate for equal rights in areas such as voting, education, and economic opportunities.

**2. Common Room:**

The college has set up female common room where female students may complete their work without interruption and sanitary napkin vending machine has been installed for their personal hygiene.

| File Description | Documents |
|---|---|
| Annual gender sensitization action plan | https://www.gnckillianwali.com/aqar202220 23/7.1.1.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/aqar202220 23/7.1.1.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**

**C. Any 2 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

The college actively advocates for the responsible handling of both degradable and non-degradable waste materials within its campus, with the aim of maintaining a hygienic and eco-friendly environment. This commitment to environmental stewardship is

further exemplified through annual initiatives such as tree plantation drives and NSS activities, all of which contribute to fostering a clean and green atmosphere on the college grounds.

Solid Waste Management:

In pursuit of a clean campus environment, the college strategically places dustbins at various locations throughout the campus, promoting the principles of eco-friendly atmosphere.

Additionally, the college actively encourages recycling by periodically selling paper waste to vendors.

The efforts of NSS volunteers include conducting routine campus cleaning drives and assisting in waste segregation following college events. Their dedicated work also extends to raising awareness among fellow students about the importance of these cleaning initiatives.

Furthermore, the NSS unit extends its commitment to waste management by organizing annual camps in nearby villages, focusing on the responsible management of degradable materials.

E-Waste Management:

Electronic waste or E-waste describes discarded electrical or electronic devices. To facilitate students' access to IT resources, the college ensures the regular maintenance and appropriate disposal of non-functional computers, equipment, and their associated peripherals.

The college also takes a proactive approach in maintaining UPS batteries through timely recharging, repair, and replacement.

| File Description | Documents |
|---|---|
| Relevant documents like agreements / MoUs with Government and other approved agencies | No File Uploaded |
| 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**          B. Any 3 of the above

**Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**

| 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 | **No File Uploaded** |
| 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 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**

C. Any 2 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 | No File Uploaded |
| 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).

**Since its inception, the college has been unwavering in its commitment to fostering an inclusive environment that embraces cultural, regional, linguistic, communal, socio-economic, and other diversities with tolerance and harmony. To actively**

promote these diversities, the college annually organizes various activities aimed at providing students with opportunities to learn the values of coexistence, social etiquette, effective communication, friendly interactions, mutual respect, and mutual support.

The college hosts a range of sports activities, including the annual sports day, to encourage team spirit, group dynamics, unity, and cooperation among students. Additionally, the college celebrates cultural festivals such as Teej and Lohri, participates in International Yoga Day activities organized by NCC and NSS, conducts One Day Yoga Camps, and commemorates International Women's Day through events organized by the Women's Cell.

Furthermore, the college arranges extension lectures on crucial topics such as Women Empowerment, Legal Awareness, Girls' Hygiene and, Yoga and Meditation, Mother Language Day, Environmental Awareness, Road Safety, and Traffic Rules to sensitize and educate the student community.

| 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 foster awareness and sensitize college students regarding their rights and responsibilities, the institution consistently encourages and orchestrates activities aimed at instilling these values among its student body. Through various committees and societies, the college arranges a diverse array of social, cultural, and eco-friendly initiatives designed to enlighten students about their rights, duties, and the principles enshrined in the constitution.

Republic Day, observed on January 26th, and Independence Day, celebrated on August 15th, are commemorated with activities that

underscore the significance of the Indian Constitution. The college's NCC unit observes these days with flag hoisting ceremonies and NCC cadet parades, paying homage to the Indian Constitution and promoting a sense of patriotism among the students, as a tribute to the freedom fighters that fought for India's independence.

Furthermore, on November 26th, Constitution Day is celebrated annually by the Thinkers Society. Besides National Unity Day is also celebrated to make students aware about the ideologies, contributions and sacrifices of the great leaders and martyrs of India. On these patriotic days, students are educated about the fundamental rights, duties, values, and responsibilities of citizens as delineated in the Constitution of India. Additionally, the Department of Political Science observes National Voters' Day to educate students to use the right to vote intelligently."

| File Description | Documents |
|---|---|
| Details of activities that inculcate values; necessary to render students in to responsible citizens | https://www.gnckillianwali.com/aqar20222023/7.1.9.pdf |
| Any other relevant information | https://www.gnckillianwali.com/aqar20222023/7.1.9.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**

D. Any 1 of the above

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

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

**The college firmly believes that unless the current generation of youth is sensitized to the importance of the festivals celebrated in our secular nation and the sacrifices made by the great men and women who worked tirelessly to uplift their fellow countrymen, students may not fully grasp their responsibility towards the nation. To cultivate a generation of youth characterized by nobility of attitude and moral responsibility, the college arranges commemorations of national festivals and the birth and death anniversaries of eminent Indian figures.**

**India's unity in its diversity, serving as a melting pot of cultures, religions, and ethnicities, fosters qualities of tolerance and understanding among students. The college regularly observes several significant days, including Republic Day on January 26th, International Women's Day on March 8th, a tribute to Shahid Bhagat Singh, Raj Guru, and Sukhdev on March 23rd, remembrance of the Martyrs of Jallianwala Bagh Massacre on April 12th, International Day of Yoga on June 21st, Independence Day on August 15th, Janam Ashtami and others.**

**These observances involve organizing lectures, meetings, conducting awareness camps, distributing printed materials, launching outreach programs, providing support to those in need, and establishing prizes in memory of these leaders."**

| 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.

   1.  **Blood donation by Alumni Association**

**A blood donation camp was organized on November 8, 2022 with Hardev Singh Sran Blood Bank Mansa & Blood Bank, Civil Hospital Malout. 107 units were collected. This is a creative effort to encourage blood donation by involving everyone. Its purpose is to provide safe and quality blood components collected from voluntary donors. Blood donation is voluntary; nonetheless, some choose not to donate because they are unaware of the opportunity. Even students with contagious diseases are prohibited, as are students who fall below certain age, weight, or hemoglobin level limits. The Camp was appreciated by all stakeholders including blood bank. 107 units were collected which was a sign that more than the target students donated blood.**

**2. NRI Awareness Campaign: NRI Marriages-Do's and Don'ts -A Way Forward**

**An awareness campaign on NRI Marriages was organized with the help of SGPC, Panchayats, Punjab Police, CDPO Lambi and other NGOs under the aegis of National Commission for Women, Panjab University Chandigarh and Punjab Legal Services Authority. This camp was organized to aware people who are falling prey to fraud of NRI marriages. Women Cell organized this campaign expressing their concern. Advocates, NGO persons and Punjab Police sensitized them about NALSA legal aid helpline number 15100 and 1968 helpline number started by Punjab government. Approximately**

**170 participants were benefitted and guided through this campaign who shared their experiences and get the awareness.**

| File Description | Documents |
|---|---|
| Best practices in the Institutional website | https://www.gnckillianwali.com/uploads/BestPractices2022-23.pdf |
| Any other relevant information | https://www.gnckillianwali.com/uploads/BestPractices2022-23.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

**The vision of the Institution is, to provide quality education for the all round development of the youth from socially and economically deprived section of rural as well as urban area. Institution consistently inspires students and provides platform for Entrepreneurship development. Career Counseling and Guidance Cell is established to motivate and guide students for various job oriented competitive examinations. To facilitate this objective, Cell has planned the activities to ensure the participation of the students in the events of their interest. During academic year 2022-23 various campus Interview for different Companies were conducted by the cell, about 212 students have participated in this event and total 27 students were given Letter of Intent and 50 students were kept on hold for second round for which they would be called by respective companies. The Career Counseling and Guidance Cell was founded with the following objectives in mind:**

**1. The main objective of counseling is to guide.Due to a lack of knowledge and guidance, you might pick up a course that may not align with your career goals. This is where career counselor help.**

**2. The counseling will help you make decisions by giving you information about the chosen career route.**

3. It provides special insights that advance your professional development on a personal level.

4 . It also helps you alter your behavior and become more productive all around.

| **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, Killianwali has been affiliated with Panjab University Chandigarh since 1956, and it adheres to the university's established curriculum. The institution makes sure that students receive an excellent education by commencing a new session with well planning. The Principal calls a general meeting at the start of each session to have each department draft a curriculum plan in order to deliver the curriculum effectively. Under the direction of the several departments' heads, it is coordinated at the departmental level. The curriculum is then planned and divided into semesters by each department. The college organizes different activities to achieve the objective as prescribed by the university related to the curriculum. If necessary, teachers also make midterm revisions as and when required. Every department adheres to the University's published academic calendar. The institution has started the following projects to provide the curriculum effectively:

- The faculty is also kept up to date through efforts.
- The library and other learning materials are consistently updated.
- The faculty is encouraged to employ computer-aided teaching techniques and learner-centered teaching.
- Staff meetings, general as well as departmental, are conducted to sensitize teachers on their duties and encourage them to use innovative teaching techniques.
- By awarding prizes and scholarships, advanced learners are encouraged.

| File Description | Documents |
| --- | --- |
| Upload relevant supporting document | [View File]() |
| Link for Additional information | https://www.gnckillianwali.com/agar2022 2023/1.1.1.pdf |

1.1.2 - The institution adheres to the academic calendar including for the conduct of

Continuous Internal Evaluation (CIE)

**The college has been affiliated with Panjab University, Chandigarh, since 1956 and offers the B.A., B.com, M.Com degrees, PGDCA diploma and C.B.A. certificate course. Every year, prior to the start of the academic session, Panjab University, Chandigarh, circulates the tentative academic calendar. The college then develops its semester-by-semester timetable to achieve the academic goals, which is shared with the departments. The syllabus is broken down into units that must be finished within the allotted duration, keeping in mind the number of working days permitted by the university's academic calendar. To ensure good adherence to the academic calendar, the principal regularly monitors the college with the support of the heads of the departments. The principal also holds review meetings to assess if the execution and development of the extracurricular and curricular activities are in accordance with the academic calendar and to make necessary adjustments. For the benefit of newly admitted students, all of the academic and extracurricular activities from the previous year are included in the prospectus for the upcoming year and are also visible on the college's website, Instagram, Telegram, and Facebook page.**

**Academic calendar includes information regarding the following aspects:**

1. **Scheduled Working Period**
2. **Co-curriculum Activities**
3. **Extra-curricular Activities**

| File Description | Documents |
|---|---|
| Upload relevant supporting document | [View File]() |
| Link for Additional information | https://www.gnckillianwali.com/aqar2022 2023/1.1.2.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** | **A. All of the above** |

**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

**2**

| File Description | Documents |
|---|---|
| Any additional information | View File |
| Minutes of relevant Academic Council/ BOS meetings | **No File Uploaded** |
| 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

0

| 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

By instilling human values and skills, Guru Nanak College Killianwali does its utmost to help students grow and become better citizens. The following are some of the activities geared toward fostering human values, professional ethics, and other ideals:

1. Spirituality and Human Values: Various events, such as International Yoga Day celebrations, festivlas like Gurpurab and Janmashtami, blood donation drives, etc., are periodically organized.

2. Environmental sensitivity and gender equality: The College organizes N.S.S. Camps on social concerns in an effort to educate students about environmental issues. Additionally, several departments organize additional events like Extension Lectures, Poster Making, Group Discussions, Paper Reading Competitions, Essay Writing, etc.

3. Life Skills: Every year, the college holds an athletic meet. The university participates in the youth and heritage festival as per their annual schedule.

**4. Professional ethics: To help students develop professionally, presentations using ICT and in-class debates and discussions are organized. National and international conferences and seminars, ice-breaker exercises, educational excursions, Fresher's parties and farewell parties, for newcomers, business and religious quizzes, and other events are planned.**

| 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

**11**

| 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/aqar2022 2023/1.4.1.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/aqar2022 2023/1.4.2.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**

558

| 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**

208

| 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.

Following activities are undertaken by the institution for students who are 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 so that to enhance their knowledge.

• Guidance for career planning

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

• Extension lectures, quiz and seminars

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

Following activities are undertaken by the institution 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/aqar2022 2023/2.2.1.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 |
|---|---|
| 558 | 18 |

| 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 the 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 from time to time.

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

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

| File Description | Documents |
|---|---|
| Upload any additional information | [View File]() |
| Link for additional information | https://www.gnckillianwali.com/aqar2022 2023/2.3.1.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-Book 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**

17

| 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**

18

| 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**

05

| 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**

173 Years 6 Months

| 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/aqar2022 2023/2.5.1.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 to the students. 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 all the internal/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 and they can consult with their mentors also.

• In case of internal examination, the assessment report is shown to the students; if any grievance is there it is resolved immediately. The institution tries to keep the 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/aqar2022 2023/2.5.2.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 the 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/aqar2022 2023/2.6.1.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/aqar2022 2023/2.6.2.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

**141**

| 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/uploads/ annualreport2022-2023.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/sss2022-23.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 | **No File Uploaded** |
| e-copies of the grant award letters for sponsored research projects /endowments | **No File Uploaded** |
| List of endowments / projects with details of grants(Data Template) | **No File Uploaded** |

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

**3.1.2.1 - Number of teachers recognized as research guides**

02

| 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 | **No File Uploaded** |
| 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 and development cell is also constituted which comprises of faculty members having Ph.D. degrees and research aptitude to address the research issues. Initiatives are 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 is also having well-furnished seminar and auditorium hall 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 counseling 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/aqar2022 2023/3.2.1.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**

5

| 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**

0

| File Description | Documents |
|---|---|
| URL to the research page on HEI website | https://www.gnckillianwali.com/research committee.aspx |
| 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**

**4**

| 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**

**39**

| 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 six 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 celebrates Independence Day and Republic Day. International Yoga Day, 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/aqar2022 2023/3.4.1.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**

0

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

**3.4.3 - 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**

36

| 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**

**307**

| 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**

**4**

| 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**

8

| 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.

**The college has a magnificent double storey campus with its infrastructure improving constantlykeeping pace with changing needs. The campus is spread over 11 acres of land. It is situatedon National Highway NH-9. The college has separate block for administration. The college hasspacious and modern class rooms with proper lighting and ventilation facilities and common room for girls.There is a residential accommodation also for the Principal inthe college campus. The college has a library with Wi-Fi, E-Shelf, adequate space and approximately 20399 books. The college library also provides N-List many National and International journals/magazines related to the different subjects and other facilities. The college provides the facility of Book Bank for needy and meritorious students.**

**The College has two computer labs with 32 computers with Wi-Fi facility, seminar hall with computer system, projector and sound system, auditorium with projector and sound system. Besides this, the college has three other smart classrooms**

with ICT facility. The college also hasPrincipal office, conference room, staff room canteen and separate space for studentsand staff parking. The college provides the facility of Babu Nanak Chand Aggarwal Memorial Park, Swimming pool, Gym, Handball, Basketball, Football, Badminton Court, Lawn Tennis Court etc.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | https://www.gnckillianwali.com/aqar2022 2023/4.1.1.pdf |

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

Our college is having adequate facilities for sports, indoor and outdoor games. It has basketball ground, handball ground, kabaddi ground, Lawn Tennis Court, volleyball court, badminton court (indoor and outdoor), 200 meter track etc. for sports activities. There is a modern swimming pool and gymnasium in the college open for students as well as for outsiders under the trained coach. The college has also a lush green park by the name of 'Babu Nanak Chand Park' for Yoga and morning and evening walk.

The college also provides the facility of cultural activities to participate in the zonal and inter-zonal Panjab University Youth and Heritage Festival and different inter-college and inter-university competitions. To achieve this purpose the college provides the physical infrastructure as well as instruments like a big auditorium, seminar hall, two open air stages.

The college also provides the facility of Swimming pool and Gym for physical as well as mental fitness of the students. The college also celebrates the International Yoga Day to aware the students how to reduce anxiety and mental stress with the help of NCC. Apart from this, college NSS Unit also organizes one day yoga camps and extension lectures on stress management.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File] |
| Paste link for additional information | https://www.gnckillianwali.com/aqar2022 2023/4.1.2.pdf |

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

**5**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File] |
| Paste link for additional information | https://www.gnckillianwali.com/aqar2022 2023/4.1.3.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)

**8.18**

| 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)

**Name of ILMSsoftware- Winning Edge Learning Library Management System**

**Nature of automation (fully orpartially)-Partially**

**Version-V2**

**Year ofAutomation-2015**

- **Our college harbors a two-storied library having carpet area including Reading hall 39'0"×5sq.ft., Hall 23'6" ×62'0" and store 11'9" ×11'9" and around 70 seating capacity which provides enough learning space for UG & PG students as well as faculty. The library has a collection of 20399 books, around 164300 e-books on N-list. Students and faculty can access around 6000 journals provided in the library.**
- **Library is open for students and faculty 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 the year 2015 and since then the ILMS is updated annually every year.**
- **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 has more than 164000 e-books which are used by various students and faculty members. All these e-books can be accessed anywhere at any-time through remote access.**
- **All the library documents are barcoded and books are issued to users based on these barcodes.**

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for Additional Information | https://www.gnckillianwali.com/aqar2022 2023/4.2.1.pdf |

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

**books Databases Remote access toe- resources**

| 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)

`0.53`

| 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

`22.23`

| 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

The college carries out, every year before the start of the academic session, need - based assessment for replacement/upgradation/addition of the existing IT and wifi facility infrastructure based on the suggestions from the head of thedepartment with the help of IQAC in general meeting of the staff after reviewing course requirements, computer – student ratio, budget constraints, working condition of the existing equipment and also students grievances.

The college also tries to upgrade the knowledge of teachers as well as the students by ensuring optimal deployment of infrastructure through conducting workshops/awareness programs/training programs for faculty on the use of new technology.

For the effective utilization of IT infrastructure, the college ensures maintenance and service as and when required to upgrade the facilities with latest technology for the computer labs, library, seminar room, office, website of the college, Software applications, UPSs etc.

The institute has always been reviewing the current needs and accordingly the internet bandwidth is upgraded time to time.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | https://www.gnckillianwali.com/aqar2022 2023/4.3.1.pdf |

## 4.3.2 - Number of Computers

54

| 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)**

**17.65**

| 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.

**\*Computers and Computer Labs-To provide the latest IT facility to the students to upgrade themselves, the college has established two computer laboratories with the latest technology along with Wi-Fi facilities in the campus and college also maintain and upgrade these facilities regularly andnon-repairable systems are disposed off from time to time.**

**\*Library-Our college library is enriched with around 20599 books including traditional and modern books, text books, reference books, encyclopedia, national and international journals of different subjects, magazines, newspapers and e-resources etc. The requirement and list of books is taken**

from the concerned departments.

*Sports: Regarding the maintenance of these facilities, the college always provides the sufficient financial assistance with the recommendation of the Sports committee to maintain and upgrade the indoor and outdoor activities like Badminton/ Volleyball court / Table Tennis Courts /Gym etc. for the betterment of the students.

*Classrooms-The college managing committee provides the best infrastructure in the classrooms to create the heathy environment in teaching learning process. The college has sufficient classrooms as per the courses provided in the college campus. The managing committee and the principal, with the consultation of the IQAC and different committees, facilitate the maintenance and upkeep of infrastructure.

| File Description | Documents |
|---|---|
| Upload any additional information | [View File](#) |
| Paste link for additional information | https://www.gnckillianwali.com/aqar2022 2023/4.4.2.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**

91

| 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**

**25**

| 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/aqar2022 2023/5.1.3.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**

377

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

377

| 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**

A. All 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

44

| 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

10

| 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

4

| 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.**

1

| File Description | Documents |
|---|---|
| e-copies of award letters and certificates | View File |
| 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) | View File |

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 )

Through participation in several curricular and extracurricular committees, the institution has always committed to promote leadership skills in its students. Meaningful Student Involvement is based on the principle that all actions relating to education should be democratic in nature. IQAC, Thinkers' Society illustrations of the academic and administrative bodies at our college where representatives of our students actively participate in its

various activities. According to the instructions of the teaching staff, they assist in organising all events relating to academics and other co-curricular and extracurricular activities. With the assistance of other students, they handle a lot of administrative work for the college. Moreover, they inspire other students to participate in the Institute's activities.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.gnckillianwali.com/aqar2022 2023/5.3.2.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**

6

| File Description | Documents |
|---|---|
| Report of the event | View File |
| 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) | View File |

**5.4 - Alumni Engagement**

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

Yes, the college has alumni association registered in the name of "AlumniAssociation 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, it was registered on 28th Nov, 2016 by Regd. No. 6099. 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 bylaws of alumni association the president of the college Management committee will be chief patron of alumni and secretary of the college Management 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. Presently working executive committee members were elected in the annual general meeting held on dated 03-12-22.So the executive committee for 2022-25 is working under the presidentship of Shri Neeraj Jindal and Secretary CA ML Grover.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.gnckillianwali.com/aqar2022 2023/5.4.1.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 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 the college with the assistance of teachers of various departments and different committees. The perspective plan helps to streamline various processes like teaching-learning process, develop the e-governance, evaluating methodologies, improving students', strengthening alumni association, research progress, infrastructure facilities etc.

Participation of Teachers in Decision-Making Bodies: The Principal of the college takes decisions with the discussion of the managing committee in the scholastic perimeters in tune with the regulations of the PU Chandigarh. Regular affairs are the intermittent conversations of the Head alongside the HODs and staff. Teachers play a pivotal role in decision making process in our educational system because they are on the frontlines, imparting knowledge and nurturing young minds.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.gnckillianwali.com/aqar2022 2023/6.1.1.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 particular reflection of this practice may be seen in extensive delegation of authority to the Academic Committee in college.

The ways in which Academic Committee participates in the Management Process:

- - **The academic committee is responsible for imbibing the best practices to provide an improved academic system. The main objective of the academic committee is to oversee the academic affairs of the college and make recommendations to the Principal about academic programs and strategic priorities. The committee is accountable for practices such as conducting Exams and academic functions. The Academic Committee of our college conducts mid-semester examinations with the directions of the principal. The head of the committee hold meetings where the programme for the entire examination process is decided. The Head, in consultation with his/her committee members, informs the teachers to ensure that all the question papers are prepared well in advance. The committee members prepare time table for the above-mentioned examinations in advance and inform the students about the same through the different sources like notice boards, mentor-mentee groups, class groups etc. The non-teaching staff is involved in the functioning of the internal examinations by discharging them duties related to the arrangement of exam process thereby contributing to the vibrancy of the management mechanisms in college. The above enumeration of features comprising participatory management points to the ethics of decentralization which informs its functioning at every level.**

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.gnckillianwali.com/aqar2022 2023/6.1.2.pdf |
| Upload any additional information | View File |

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

**NSS of our college clearly articulates the strategic planning and implements it sincerely. It regularly conducts various activities for overall development. It orients the youth to community service. It makes them identify the needs and problems of the community involving them in problem solving process. NSS develops among them a sense of social and civic responsibility. It sensitizes the volunteers on various issues and human values such as national integrity, gender**

equality, cyber awareness, cleanliness, environmental protection, road safety, mental health, yoga day celebration, problems faced by rural people. One case study in this regard is organisation of 7 days NSS camp during March 2023. In March 2023 the proposal for organisation of NSS campus was sent to NSS program coordinator PU Chandigarh and their approval was received for 7 days camp to be held from 24th to 30th March 2023 at VPO killianwali on the theme Swachh Bharat Abhiyan and & Fit India Campaign. Total 50 volunteers were allowed for this camp. They were divided into five groups of 10 each with one group leader and one discipline incharge for each group. During the camp different activities were organised. At the end four volunteers were honoured. Two were honoured as sincere volunteer girl and sincere volunteer boy and two were honoured as best volunteer girl of NSS and best volunteer boy of NSS.

| File Description | Documents |
|---|---|
| Strategic Plan and deployment documents on the website | [View File](#) |
| Paste link for additional information | https://www.gnckillianwali.com/aqar2022 2023/6.2.1.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 Coordinator, 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. For instance Red Cross Society provided first aid services during annual athletic meet, distributed Sanitary Pads in Slum Area and celebrated Red Cross Day by organizing Poster Making Competition. Fee Concession Committee provides financial assistance to students. Several students get the benefits availed by the committee to the students for their future betterment.

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 lay at prominent places.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.gnckillianwali.com/aqar2022 2023/6.2.2.pdf |
| Link to Organogram of the institution webpage | https://www.gnckillianwali.com/aqar2022 2023/6.2.2.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 | **No File Uploaded** |
| 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 leaves 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 nonteaching staff for efficient functioning:

1. Medical leave

2. Wi-Fi facility

3. Workspace

4. Computing facility

5. Identity cards Page

6. Sports facilities (gym and swimming pool)

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.gnckillianwali.com/aqar2022 2023/6.3.1.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**

0

| 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) | **No File Uploaded** |

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

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

**2**

| 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**

**4**

| 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:-

- ACR of the teaching staff members
- Teaching, Learning and Evaluation related activities
- Co-Curricular, Extension and Professional Development related activities
- Research Publications and Academic Contributions
- 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. 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/aqar2022 2023/6.3.5.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 work on the general adequacy of the college environment.

The institute has a mechanism for Internal and External audits. We have our internal audit mechanism, in which the Office clerk prepares the data and checked by the Office Superintendent then the Bursar and Principal, where internal audit is an ongoing continuous process in addition to the external auditors verifying and certifying 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. The external audit is carried out by the 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 the recurrence of such errors in the future.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.gnckillianwali.com/aqar2022 2023/6.4.1.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)**

0.6

| 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 college is 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/aqar2022 2023/6.4.3.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

Seminar: IQAC has identified the importance of seminars that help faculty and students to boost their skill set and develop professionally and progress in their careers and life.IQAC always tries to enable extensive knowledge by organizing the seminars for the overall development of the students and teachers. The Business Management and Commerce department with the help of IQAC successfully organized National Seminar on 11th of March 2023. More than 150 participants including faculty members from various educational institutions were present. The institution always wanted to aware the students and staff members about the NEP for the transformation by delivering high-quality education and developing India into a global knowledge superpower.

NAAC cycle

IQAC helps in various academic and administrative activities of the institution. The members of IQAC with the help of college staff members prepare and submit the Annual Quality Assurance Report (AQAR) and SSR as per the guidelines and parameters of NAAC. A peer team was constituted by NAAC to visit the institution when the rigorous process of preparing the college self-study report, IIQA and DVV completed by IQAC and the college. They visited the college from 16th and 17th September, 2022. The Governing Body, Principal, IQAC members,

the entire teaching and non-teaching staff, students, parents, alumnae, everyone was well instructed by IQAC for smooth sailing during the visit. This entire process has enabled the College to assess its capabilities as an institution.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.gnckillianwali.com/aqar2022 2023/6.5.1.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 examples of institutional reviews and implementation of teaching learning reforms facilitated by IQAC

1. Lesson Plan and Execution Report: IQAC works on improving the teaching-learning process and supports adopting Outcome-Based Education (OBE) in all programs of college gradually. 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 members of the subjects of their interests at least two weeks before the commencement of the semester. IQAC works on the optimization and integration of modern methods of teaching and learning.

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. 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. Collaborations are done with the other institutions, associations and industries to help students get exploration from outside the institution. Feedback is collected from students, parents and stakeholders to get the

| File Description | Documents |
|---|---|
| Paste link for additional information | https://www.gnckillianwali.com/aqar2022 2023/6.5.2.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)** | B. Any 3 of the above |

| File Description | Documents |
|---|---|
| Paste web link of Annual reports of Institution | https://www.gnckillianwali.com/uploads/ annualreport2022-2023.pdf |
| Upload e-copies of the accreditations and certifications | No File Uploaded |
| Upload any additional information | View File |
| Upload details of Quality assurance initiatives of the institution (Data Template) | 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

Guru Nanak College consistently champions the cause of equal opportunities for its students, regardless of gender, by actively promoting an inclusive environment for both curricular and co-curricular activities.

1. Safety and security

Our college has strategically deployed CCTV cameras within the college premises including the college gate, canteen, parking area, office spaces, different corridors on various floors, and the grounds. This surveillance system is in place to ensure the well-being and security of both students and staff.

Additionally, the college issues ID cards to students and staff as a measure to restrict unauthorized access to the campus. Furthermore, during their free periods, staff members conduct regular campus patrols to enhance security.

To facilitate open communication and address concerns, the campus is equipped with complaint boxes positioned near key locations such as the Principal's office, the commerce department, and the library. These boxes serve as a means for collecting suggestions and addressing any complaints.

Women's Day

The college celebrates Women's day every year to raise awareness about the challenges and inequalities that women face around the world. It provides a platform to advocate for equal rights in areas such as voting, education, and economic opportunities.

2. Common Room:

The college has set up female common room where female students may complete their work without interruption and sanitary napkin vending machine has been installed for their personal hygiene.

| File Description | Documents |
|---|---|
| Annual gender sensitization action plan | https://www.gnckillianwali.com/aqar2022 2023/7.1.1.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/aqar2022 2023/7.1.1.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** | **C. Any 2 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

**The college actively advocates for the responsible handling of both degradable and non-degradable waste materials within its campus, with the aim of maintaining a hygienic and eco-friendly environment. This commitment to environmental stewardship is further exemplified through annual initiatives such as tree plantation drives and NSS activities, all of which contribute to fostering a clean and green atmosphere on the college grounds.**

**Solid Waste Management:**

**In pursuit of a clean campus environment, the college strategically places dustbins at various locations throughout the campus, promoting the principles of eco-friendly**

atmosphere.

Additionally, the college actively encourages recycling by periodically selling paper waste to vendors.

The efforts of NSS volunteers include conducting routine campus cleaning drives and assisting in waste segregation following college events. Their dedicated work also extends to raising awareness among fellow students about the importance of these cleaning initiatives.

Furthermore, the NSS unit extends its commitment to waste management by organizing annual camps in nearby villages, focusing on the responsible management of degradable materials.

E-Waste Management:

Electronic waste or E-waste describes discarded electrical or electronic devices. To facilitate students' access to IT resources, the college ensures the regular maintenance and appropriate disposal of non-functional computers, equipment, and their associated peripherals.

The college also takes a proactive approach in maintaining UPS batteries through timely recharging, repair, and replacement.

| File Description | Documents |
|---|---|
| Relevant documents like agreements / MoUs with Government and other approved agencies | No File Uploaded |
| 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:**<br><br>1. Restricted entry of automobiles<br>2. Use of bicycles/ Battery-powered vehicles<br>3. Pedestrian-friendly pathways<br>4. Ban on use of plastic<br>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 | **No File Uploaded** |
| 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 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 | C. Any 2 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 | No File Uploaded |
| 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).

Since its inception, the college has been unwavering in its

commitment to fostering an inclusive environment that embraces cultural, regional, linguistic, communal, socio-economic, and other diversities with tolerance and harmony. To actively promote these diversities, the college annually organizes various activities aimed at providing students with opportunities to learn the values of coexistence, social etiquette, effective communication, friendly interactions, mutual respect, and mutual support.

The college hosts a range of sports activities, including the annual sports day, to encourage team spirit, group dynamics, unity, and cooperation among students. Additionally, the college celebrates cultural festivals such as Teej and Lohri, participates in International Yoga Day activities organized by NCC and NSS, conducts One Day Yoga Camps, and commemorates International Women's Day through events organized by the Women's Cell.

Furthermore, the college arranges extension lectures on crucial topics such as Women Empowerment, Legal Awareness, Girls' Hygiene and, Yoga and Meditation, Mother Language Day, Environmental Awareness, Road Safety, and Traffic Rules to sensitize and educate the student community.

| 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 foster awareness and sensitize college students regarding their rights and responsibilities, the institution consistently encourages and orchestrates activities aimed at instilling these values among its student body. Through various committees and societies, the college arranges a diverse array of social, cultural, and eco-friendly initiatives designed to enlighten students about their

rights, duties, and the principles enshrined in the constitution.

Republic Day, observed on January 26th, and Independence Day, celebrated on August 15th, are commemorated with activities that underscore the significance of the Indian Constitution. The college's NCC unit observes these days with flag hoisting ceremonies and NCC cadet parades, paying homage to the Indian Constitution and promoting a sense of patriotism among the students, as a tribute to the freedom fighters that fought for India's independence.

Furthermore, on November 26th, Constitution Day is celebrated annually by the Thinkers Society. Besides National Unity Day is also celebrated to make students aware about the ideologies, contributions and sacrifices of the great leaders and martyrs of India. On these patriotic days, students are educated about the fundamental rights, duties, values, and responsibilities of citizens as delineated in the Constitution of India. Additionally, the Department of Political Science observes National Voters' Day to educate students to use the right to vote intelligently."

| File Description | Documents |
|---|---|
| Details of activities that inculcate values; necessary to render students in to responsible citizens | https://www.gnckillianwali.com/aqar2022 2023/7.1.9.pdf |
| Any other relevant information | https://www.gnckillianwali.com/aqar2022 2023/7.1.9.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** | D. Any 1 of the above |
|---|---|

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

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

**The college firmly believes that unless the current generation of youth is sensitized to the importance of the festivals celebrated in our secular nation and the sacrifices made by the great men and women who worked tirelessly to uplift their fellow countrymen, students may not fully grasp their responsibility towards the nation. To cultivate a generation of youth characterized by nobility of attitude and moral responsibility, the college arranges commemorations of national festivals and the birth and death anniversaries of eminent Indian figures.**

**India's unity in its diversity, serving as a melting pot of cultures, religions, and ethnicities, fosters qualities of tolerance and understanding among students. The college regularly observes several significant days, including Republic Day on January 26th, International Women's Day on March 8th, a tribute to Shahid Bhagat Singh, Raj Guru, and Sukhdev on March 23rd, remembrance of the Martyrs of Jallianwala Bagh Massacre on April 12th, International Day of Yoga on June 21st, Independence Day on August 15th, Janam Ashtami and others.**

**These observances involve organizing lectures, meetings, conducting awareness camps, distributing printed materials, launching outreach programs, providing support to those in need, and establishing prizes in memory of these leaders."**

| 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.

  1. Blood donation by Alumni Association


A blood donation camp was organized on November 8, 2022 with Hardev Singh Sran Blood Bank Mansa & Blood Bank, Civil Hospital Malout. 107 units were collected. This is a creative effort to encourage blood donation by involving everyone. Its purpose is to provide safe and quality blood components collected from voluntary donors. Blood donation is voluntary; nonetheless, some choose not to donate because they are unaware of the opportunity. Even students with contagious diseases are prohibited, as are students who fall below certain age, weight, or hemoglobin level limits. The Camp was appreciated by all stakeholders including blood bank. 107 units were collected which was a sign that more than the target students donated blood.


2. NRI Awareness Campaign: NRI Marriages-Do's and Don'ts -A Way Forward


An awareness campaign on NRI Marriages was organized with the help of SGPC, Panchayats, Punjab Police, CDPO Lambi and other NGOs under the aegis of National Commission for Women, Panjab University Chandigarh and Punjab Legal Services Authority. This camp was organized to aware people who are falling prey to fraud of NRI marriages. Women Cell organized this campaign expressing their concern. Advocates, NGO persons and Punjab Police sensitized them about NALSA legal aid helpline number

15100 and 1968 helpline number started by Punjab government. Approximately 170 participants were benefitted and guided through this campaign who shared their experiences and get the awareness.

| File Description | Documents |
|---|---|
| Best practices in the Institutional website | https://www.gnckillianwali.com/uploads/BestPractices2022-23.pdf |
| Any other relevant information | https://www.gnckillianwali.com/uploads/BestPractices2022-23.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

The vision of the Institution is, to provide quality education for the all round development of the youth from socially and economically deprived section of rural as well as urban area. Institution consistently inspires students and provides platform for Entrepreneurship development. Career Counseling and Guidance Cell is established to motivate and guide students for various job oriented competitive examinations. To facilitate this objective, Cell has planned the activities to ensure the participation of the students in the events of their interest. During academic year 2022-23 various campus Interview for different Companies were conducted by the cell, about 212 students have participated in this event and total 27 students were given Letter of Intent and 50 students were kept on hold for second round for which they would be called by respective companies. The Career Counseling and Guidance Cell was founded with the following objectives in mind:

1. The main objective of counseling is to guide.Due to a lack of knowledge and guidance, you might pick up a course that may not align with your career goals. This is where career counselor help.

2. The counseling will help you make decisions by giving you information about the chosen career route.

3. It provides special insights that advance your professional development on a personal level.

4 . It also helps you alter your behavior and become more productive all around.

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

7.3.2 - Plan of action for the next academic year

Future planning necessitates a carefully considered approach. It acts as a guide to help you stay on course, achieve your objectives, and make the most of your resources. This year, the college will work to accomplish the following broad goals set forth by IQAC:

Centralized water purifier system is planned to be installed.

Wall speakers for auditorium and seminar Hall is being planned to install in next academic session.

According to the New National Education Policy 2020 the college is planning to start new B-Voc. and Integrated Courses like Course for Banking.

Two electrical lecture stands are planned to purchase in next session.

National and International MoUs and linkages will be tried.

To introduce more certificate and skill development Programmes

To collaborate with different companies, industries and

associations to improve career guidance and placement opportunities for students.

Workshops on Intellectual Property rights

Departments will also be urged to initiate community outreach programs extensively as theses will promote holistic development of students and help them become responsible citizens.