



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution

**N.J.S.A. Govt. College,
Kapurthala**

- Name of the Head of the institution **Dr. Tirath Ram Basra**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**

- Phone no./Alternate phone no. **01822233581**
- Mobile no **9463539206**
- Registered e-mail **gckapurthala@gmail.com**
- Alternate e-mail **basratirath@gmail.com**
- Address **Principal, N.J.S.A. Govt.
College, Kapurthala**
- City/Town **Kapurthala**
- State/UT **Punjab**
- Pin Code **144601**

2.Institutional status

- Affiliated /Constituent **Affiliated**
- Type of Institution **Co-education**

- Location **Urban**

- Financial Status **Grants-in aid**
- Name of the Affiliating University **Guru Nanak Dev University, Amritsar**
- Name of the IQAC Coordinator **Prof. Anita Sagar**
- Phone No. **01822233581**
- Alternate phone No. **9815712527**
- Mobile **9815712527**
- IQAC e-mail address **gckapurthala@gmail.com**
- Alternate Email address **anitasagarphil@gmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year)) <http://www.gckpt.com/iqac/IQAC%202021-22.pdf>

4. Whether Academic Calendar prepared during the year? **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: <http://www.gckpt.com/iqac/Academic%20Calendar%202021-22.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	B++	2.76	2016	16/09/2016	15/09/2021

6. Date of Establishment of IQAC **21/04/2012**

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
00	00	00	00	00

8. Whether composition of IQAC as per latest NAAC guidelines **No**

- Upload latest notification of formation of IQAC [View File](#)

9.No. of IQAC meetings held during the year 04

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

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

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? No

- If yes, mention the amount

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

- Strengthening of Academics • Strengthening library Services • Ensuring all-round development of the students. • Wi-Fi College Campus • Learnt to live in Covid like situation and strengthened online process of learning and teaching.

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
National Service Scheme(NSS) activities	•On the life and achievements of Sardar Vallabh Bhai Patel, "National Unity Day" was celebrated on 31.10.2021. • On 26.11.2021 Constitution Day was celebrated. On this occasion, significance of this day as National Law Day was illustrated to the students • Clean India activity was conducted in the college campus with the joint efforts of NCC cadets and NSS volunteers. • Various activities like poster making, slogan writing speech declamation, tree plantation and salad making were performed and "Swachhta Pledge" was taken under the theme

"Swachhta Pakhwada" in the month of December 2021. • In January 2022, Internet allowance forms were filled by the students for online classes and online exams.

• On 12.01.2022 Birth anniversary of Swami Vivekananda was celebrated as "Youth Day". • On 25.02.2022, an online lecture was given by "Narcotics Control Bureau of India" where 55 students participated and took e-pledge. • A cycle rally was organised on 03.06.2022 in the college campus to commemorate "World Bicycle Day" in which 45 students participated. • "World Environment Day" was celebrated on 05.06.2022 in which tree plantation was done. • "International Yoga Day" was celebrated in the college campus on 21.06.2022 in which 30 students, volunteers and staff members practiced yoga asanas.

National Cadet Corps (NCC) activities

• College has NCC wing for both boys and girls. Total 110 cadets were enrolled in NCC wing during session 2021-22. • Selected articles were sent for publication in NCC JOURNAL OF THE CADETS 2021-22, on the themes of SWACHH BHARAT CAMPAIGN and AATAM NIRBHAR BHARAT. • KARGIL VIJAY DIWAS was celebrated online to celebrate 75 years of Independence. Total 26 Cadets cleared "C" Certificate • 40 Cadets were registered for FIT INDIA FREEDOM RUN 2.0 which took place between 13.08.21 to 02.10.21. • 10 boy cadet participated in programme by ALL INDIA ANTI-TERRORIST FRONT • 40 Cadets received

participation certificates of participation for RASHTRAGAAN organised Ministry of Culture w.r.t. to AZADI KA AMRIT MAHOTSAV • Cadet Gulshan Kaur received cheque of Rs..3500 for having being declared 2nd best cadet in Inter Batalion Competition • Jasmeet Singh and Pawanpreet Kaur got Silver and Bronze medals respectively for FIT INDIA FREEDOM RUN 2.0 • CATC- 36 was conducted from 20.10.2021- 28.10.2021. This programme had a participation of 110 cadets • 4 cadets participated in day / night camp from 08.11.2021 - 17.11.2021 arranged by CATC at PTU, Jalandhar • 6 girls cadets attended Ajmer Tracking Camp, Rajasthan from 08.11.2021.-15.11.2021 • 4 cadets were selected for and interviewed by CO for youth Exchange Programme • NCC cadets participated in NCC Day Celebration, organised at Lyallpur Khalsa College, Jalandhar on 05.12.2021- an occasion graced by Shri Pargat Singh. • To commemorate birth anniversary of Swami Vivekananda , a webinar was conducted in which 2 cadets participated • 6 cadets from the college participated as data handlers of the patients of New COVID variant at DC office in the month of January. • 19 cadets of the college appeared in written and practical exam for "B" certificate on 25.02.2022 • Total 23 cadets appeared for written test and practical exam for "C" certificate held at LKC,

Jalandhar and Army Public School, Jalandhar Camp respectively. • 10 girl cadet from the institution participated in menstrual hygiene programme organised for Families and Young Girls in the month of March • A Conference was held with all ANOs at unit location for discussion about enrolment and planning of social services activities. • 22 cadets from the institute got registered on Digital Forum • Performance Audit for the session 2021 was done with a very good grading score of the college. Score percentage of the college was 75.5% for the same. • 2 NCC cadets were deputed for piloting on the occasion of Annual Sports Meet held at the institution from 05.04.2022-07.04.2022 • Earth Day was celebrated on 22.04.2022 with the participation of 50 cadets. • 10 cadets of the college got shortlisted for Group Shooting Team selection • 4 cadets were selected for Inter Battalion firing competition in the month of May. • Anti-Awareness Rally was organised by 21 Pb. Bn NCC at Sidhwan Dona with the participation of 30 cadets of the college. • World Bicycle Day was celebrated by organising Cycle Rally on 03.06.2022 • World Environmental Day was celebrated on 05.06.2022 and tree plantation was done. • International Yoga Day was celebrated at the institution on 21.06.2022 in which NCC volunteers, students and staff members practiced asanas

Departmental Activities

• "World Environment Day" was celebrated on 05.06.2021 on zoom by collaborative effort of Department of Botany and Red Ribbon Club. • Red Ribbon Club and Botany Department of Institute organised a webinar on types, methods and benefits of yoga on 18.06.2021. • Online Shabad Gayan competition was jointly organised by History and Music Department of the college on 02.07.2021 (winners were awarded e- certificates). • Two students of Music Department participated in online Inter-college Shabad recitations competition was conducted on 12.07.2021 by Ramgarhia College, Phagwara. • Online Inter-college slogan written competition was conducted on 5.09.2021, signifying importance of Teachers'k Day on 05.09.2021 by Department of Philosophy • Punjabi Department organised a lecture on 01.10.2021 (theme- "Punjabi Society and Culture") • A quiz competition was organised by Bhasha Vibhag, Kapurthala in which Navkirandeep Kaur secured 3rd position • A quiz competition was organised by Punjabi Department on 15.11.2021 (winners were awarded certificates). • Declamation, Poetry Recitation and Essay writing were organised by Punjabi Department on 25.11.2021 • A Declamation competition in favour of Eco-friendly Diwali Celebration was held by Economics Department on 31.11.2021. • A "Punjabi Maah" poster making competition was

held on 09.11.2021 on the theme " Philosophical Significance of Punjabi Literature" by Philosophy Department • Philosophy Department organised Essay Writing Competition to commemorate 552nd birth anniversary of Shri Guru Nanak Dev Ji on 15.11.2021. • A slogan writing competition was held at Economics Department to commemorate "Martyrdom Day" of Shri Guru Teg Bahadur Ji. • "Republic Day" was celebrated in college premises on 26.01.2022 under COVID-19 protocols. • "National Voters' Day" was celebrated on 25.01.2022 by History Department in a joint venture with NCC and NSS units of the college. • "International Mother Tongue Day" was celebrated by Punjabi Department to make the students imbibe the significance of mother tongue (Punjabi) on 21.02.2022. • A Vidyarthi Utsav was celebrated by Philosophy Department from 15.03.2022 to 15.04.2022. During this event Rangoli making and Poster making Competitions were held (theme- Tree Plantation and Conservation of water. • A Poetry Recitation Competition (theme- Beti Bachao Beti Padhao), a Debate Competition (theme- Drug Addiction) and a Quiz Competition (theme- Punjabi Culture) were also organised. (100 students participated in the utsav) • "International Women's Day" was celebrated on 08.03.2022 by organising Poster Making and Poetry Recitation Competition. • An Eco-fest was organised on

24.03.2022 by Economics Department. In this event, Slogan Writing, Quiz, Debate, Eco Antakshari and Wall Magazine contests were organised (theme-World Water Day) • "World Poetry Day" was celebrated by " The English Literary Society" of English Department in which literary competition like quiz, debate, sketch making and slogan writing were held. • A Book Exhibition was organised in the college campus by Language Department, Punjab in collaboration with District Language Office and Language Department of the college • Ru-Ba- Ru programme was organised by Punjabi Department on 04.04.2022. On this occasion yearly journal of department " Arambh" was also released. • A Stone Painting competition was organised by Botany Department in the month of April and on 29.04.2022 a PowerPoint Presentation competition was organised by the department on Economic Botany. • English Department organised a path of Shri Japji Sahib on 21.05.2022 followed langar sewa. • Red Ribbon Club and Zoology Department jointly organised "World Thalassemia Day" on 12.05.2022. • Zoology Department of the college took the students for a visit to Omega Lab, Kapurthala on 14.05.2022. • An extension lecture cum demonstration was conducted by Music Department on 12.05.2022 (resource person - Dr. Sargun Singh) • Vermicomposting Unit was re-established in botanical

garden in 27.06.2022 by procuring red worms. • "World Environment Day" was celebrated on 05.06.2022 by Botany Department (theme- Only One Earth)

75th Independence Anniversary
(Azadi Ka Amrit Mahotsav)

• An online Poetry Recitation Competition on Patriotism was conducted on 03.08.2021 by Departments of History and Punjabi and total 12 students participated. • The statue of Captain Jhaggar Singh adopted by 21 Pb. Bn. NCC, Kapurthala was cleaned and maintained by 50 NCC cadets of college to mark the celebration of 75th Independence Day, 2021 • To commemorate 75th Independence Anniversary of India under the theme "Independence Day and its Freedom Fighters" online Slogan Writing Competition was conducted on every Wednesday of July by History and Botany Department jointly. • An online Extension Lecture was conducted on 10.08.2021 by History Department under theme "75th Independence Anniversary and Patriotism". The resource person of this lecture was Mr. Happy Kumar. • An online Patriotic Song Recitation Competition was conducted on 15.08.2021 by History Department and Music Department jointly. • An Extension Lecture was conducted under theme 'Freedom Fighters of India' who sacrificed their lives for their country. It was delivered by Madam Rekha Rani and 50 students participated in it. • In the second week of August an Extension Lecture was

delivered by Madam Rashmi Virk in History Department under theme 'Real Heroes who fought for the freedom of the country' in which 60 students participated. • To celebrate India's 75th Independence Day on 15.08.2021 the principal Mrs. Jatinder Kaur hoisted the National Flag in the college premises. All the staff members were present on this occasion. • To celebration India's 75th Independence Anniversary an Extension Lecture delivered by Madam Rashmi Virk was conducted under theme "Influence of Gurbani on Society and Culture" on 07.09.2021.

Physical Education Department
and Sports Activities

• On 02.11.2021 B.A. final year student Vishal participated in Inter College Free Style Wrestling Competition organised by GNDU, Amritsar. • In Inter College Athletic Competition organised by GNDU, Amritsar from 10.11.2021 to 13.11.2021, Ishika, Jasveer Kaur and Jasmeet Singh participated in Heptathlon, 400 meters Hurdle Race and 100 meters Race. Jasveer Kaur secured 1st position in Heptathlon and 3rd position in 400 MTR. Hurdle Race while Ishika secured 3rd position in 100 meters, Race. • The college Cricket Team participated in Inter College event started from 03.12.2021 conducted by GNDU Amritsar. • On 09.12.2021 in 'Inter College Karate' event organised by GNDU Amritsar, Naina secured 2nd position in individual and 3rd position in fight event. • In

another Inter College event conducted by GNDU Amritsar, Gaurav participated in Taekwondo competition from 13.12.2021 to 14.12.2021. • In a 16 day Training Programme in Physical Education in higher education was held at GNDU campus by the Department Of Higher Education, Government Of Punjab under theme 'Army Style Fitness Program with Academic/Sports Session' started on 24.01.2022. Dr. Sandeep(Physical EducationDepartment) attended this program. • A brainstorming session of sports was conducted on 26.02.2022 by the Department Higher Education, Govt. Of Punjab under theme ' Smart School Smart Ground'. Prof. Ranjit Kumar, Dr. Sandeep and Mrs. Rekha Rani attended this session. • 109th Annual Sports Meet was held in the college from 05.04.2022 to 07.04.2022. The chief guest Dr. Amandeep Singh, Incharge Sports GNDU Amritsar, distributed prizes to the athletes and Sahibzada Fateh Singh House received overall Trophy of the event. B.a1 students Jasbir Kaur and Naveen claimed Best Athlete Awards in Girls and Boys category respectively. • International Yoga Day was celebrated in the college campus on 21.06.2022 by NCC and NSS wings of the college in which 30 Cadets, Volunteers and Staff Members practised Yoga Asanas.

Cultural and Extra Curricular Activities

In Zonal Youth Festival organised by GNDU, Amritsar from 29.10.2021 to 31.10.2021,

N.J.S.A Government College Kapurthala's students lifted Overall Trophy with their brilliant performance in the festival. The students secured first position in On the Spot Painting, Clay Modelling, Folk Orchestra, Folk Song, Geet Ghazal and Rangoli, second and 3rd position in Cartooning, Phulkari, Poster Making, Kavishari, Tabla Vadan, Debate and Luddi. • On 27.04.2022 students participated in Inter College Competitions such as Solo Dance and Group Dance organised by Kanya Maha Vidyalaya, Jalandhar under theme 'Annual Mega Event KMV's IT Euphoria (KITE 2022) in which Ritika secured first position in Solo Dance Competition. • On 05.05.2022 Inter College Competitions in Literature such as 'Literary Characters Come Alive, Literary Quiz, Calligraphy and Portrait Making', organised by Kanya Maha Vidyalaya, Jalandhar under theme 'Litmania-2022' Harleen Kaur received consolation prize in Portrait Making Competition. • On 28.05.2022 Annual Prize Distribution Function was held in the college premises in which chief guest principal Dr. T.R.Basra distributed prizes to the luminary students in the fields of Academic, Cultural and Sports. B sc final year student Gagandeep Kaur and B a first years student Jasbir Kaur were honoured with College Colour in Academic and Sports respectively. Apart from them 11 students were awarded with Gold

	<p>Medals and 39 students received Merit Certificates.</p>
<p>The College Magazine</p>	<p>A College Magazine encourages the students to pen down their thoughts into writing by providing a platform to budding writers and poets. 'RANDHIR'- Magazine of this Institution also reflects the achievements and activities by the staff and students. In this session too, college got its another issue of Randhir published under diligent leadership of Dr. T.R.Basra.</p> <p>This issue reflects the Literary, Educational, Social Service Aspects and Physical Education & Sports activities held at Institution Premises, besides channelizing latent creative talents of the volunteer students.</p>
<p>Focus on Teaching and Evaluation</p>	<ul style="list-style-type: none"> • Before the commencement of the semester, every teacher makes teaching planner in which syllabus of the whole semester is divided into respective months. • Focus is provided on practical aspect of teaching using various audio-visual aids. • Feedback is taken by engaging students in regular class tests • Mid semester tests are held, results are declared and toppers are rewarded at the annual prize distribution function. • PG students are encouraged for Power point Presentations • Every Department has a departmental library from which books are issued to under privileged and deserving students. • Regular educational tours and excursions are carried

out to make available practical knowledge that helps in grasping the classroom contents easily • At the end of the semester annual university examinations are held for assessment of the teaching learning process. • Students and teachers are instructed to visit the college library for imbibing peripheral knowledge related to the subject matter.

Infrastructural Aspects

• Smart Classrooms • Virtual Classrooms • Common Room Furniture • Well-Furnished Library Reading Rooms • Staff Room, Class Rooms, Canteen and Administrative Block are fully furnished and maintained • A basketball court and a multi purpose ground where sports like kho- kho and cricket are played and it serves as a 400 meter athletic track also • An eco-friendly Botanical Garden with wide variety of plants species which aids to natural serenity as well as providing on-site teaching facility • Two Hi-Tech Computer Labs with modern IT facilities. • New Printers, Scanners and Smart boards available. • Air conditioned Seminar Room • Well furnished Library with 35,908 Books with two Air Conditioned Reading Halls • Well maintained Gym(Fitness Zone) • Well Equipped Laboratories of subjects with practical aspects (Chemistry, Botany, Zoology, Physics, Functional English, Geography, Commerce, Philosophy, Physical Education) • Conference cum Seminar Hall is being

constructed in the college premises near the college ground from last one year. • Work on furniture, electricity, water supply etc. would be taken care of in the next session.

Admission Policy

• The college offers variety of UG and PG courses that invite students of wide different interests. In this session, College has been granted permission to start a new PG course in Punjabi Literature too by DPI (Colleges). • Whenever students come to enquire about admissions, these queries are diligently dealt with by Enquiring Committee of the College. A curtain is raised on the courses of interest, Sports & Physical Education activities, NSS and NCC programmes, wide variety of extracurricular societies, available fee structure and other aspects of campus life. The quest of prospective students is patiently tended to. • 19/08/2021 marked the online launch of helpline number 1100 and Online Admission Portal to ease the process of admission to Government Colleges. This portal enables the students to online apply for various UG & PG first year courses by uploading their documents on the given site. This digitalization provides a common admission portal as a central platform for admission. • It goes to the credit of Principal T.R Basra for having paved way in increasing the number of students from 1016 (Session 2020-21) to 1083

(Session 2021-22). Under his guidance, institution has gone in for accommodating the students to seek admission offline despite the availability of online portal. Offline interaction helps the students to make a better choice between offered courses. Moreover, word of mouth about the college across the catchment areas too has aided in to evolve admissions. • The College has started five skill based Diploma / Certificate courses under Jagat Guru Nanak Dev Open University Patiala to enhance the employment and placement opportunities. This too has brought a raise in admission number. • After having surpassed its sesquicentennial anniversary, about sixteen years back, college proudly portrays itself as restorer of rich cultural heritage. The college website reflects a glimpse of its uniqueness and individuality. This allures the students to join the institution enthusiastically.

Old Student Association (OSA)

• The Alumni Association called Old Students Association (O.S.A) of the college with the Principal as its patron, functions to forge a strong bond between the college and its old students. Including Alumni as a part of college family, adds to the credibility to the institution. The alumni not only act as a lighthouse for the current students, but also add eulogical value but also eulogical values to the

institution. • The administrative body holds meetings from time to time, evolves policies regarding the working of the association. • They are also encouraged to make valuable contribution to the association by interacting with the students and the new pass outs. They are also sensitized to the needs of the institution and are made aware of their responsibility towards their alma-mater. • The distinguished alumni from our college who have excelled in various walks of life are invited to inspire the young students of the college. • O.S.A. promotes and encourages the members to take active interest in the objectives and progress of the Institution and raising funds for it from the volunteers. • The alumni provide their expertise in mentoring, facilitate internship and guide the ongoing students for career opportunities besides promoting institutional brands. • In this Academic Year an Alumni Meet was organised by the college on 12.03.2022 in which old students of the college, who are teachers in their respective fields, graced the occasion with their presence. The Alumni included Teachers and Principals of the schools and colleges who recapitulated their precious time spent previously in this institution which they nostalgically shared with the audience.

Parent Teacher Association (PTA) Committee

• A Parent Teacher Association Committee is formed in the

college for interaction amongst parents, teachers and staff. • This committee intends to facilitate parental participation in the college activities. • At present PTA is working diligently for the development and growth of the college as well as students. • Various PTA meetings are held for finding ways of improving performance in all areas cultural, academic, social and ethical. • PTA funds are raised from the students to pay the salary to the guest lecturers as permanent staff members are lesser in numbers and many sanctioned posts are vacant. • During the session 2021-22 PTA committee has worked for the maintenance of college campus and building. • Committee also contributes for the funds requires to exhibit various Cultural and Academic functions of the Institute. • During the session 2021-22 PTA committee has worked for the maintenance of college campus and building.

Career Counselling and Guidance Cell

• There is a Career Counselling and Placement Cell specially working in the college for providing career guidance to the students. The cell organised following annual activities:- • On 06.08.2021, students were registered for online courses of

13. Whether the AQAR was placed before statutory body?

No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	N.J.S.A. Govt. College, Kapurthala
• Name of the Head of the institution	Dr. Tirath Ram Basra
• Designation	Principal
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• Alternate e-mail	basratirath@gmail.com
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• City/Town	Kapurthala
• State/UT	Punjab
• Pin Code	144601
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• Name of the Affiliating University	Guru Nanak Dev University, Amritsar

• Name of the IQAC Coordinator	Prof. Anita Sagar				
• Phone No.	01822233581				
• Alternate phone No.	9815712527				
• Mobile	9815712527				
• IQAC e-mail address	gckapurthala@gmail.com				
• Alternate Email address	anitasagarphil@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	http://www.gckpt.com/igac/IQAC%202021-22.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://www.gckpt.com/igac/Academic%20Calendar%202021-22.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
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Empty space for plan of action and outcome		

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occasion of Annual Sports Meet held at the institution from 05.04.2022- 07.04.2022 • Earth Day was celebrated on 22.04.2022 with the participation of 50 cadets. • 10 cadets of the college got shortlisted for Group Shooting Team selection • 4 cadets were selected for Inter Battalion firing competition in the month of May. • Anti-Awareness Rally was organised by 21 Pb. Bn NCC at Sidhwan Dona with the participation of 30 cadets of the college. • World Bicycle Day was celebrated by organising Cycle Rally on 03.06.2022 • World Environmental Day was celebrated on 05.06.2022 and tree plantation was done. • International Yoga Day was celebrated at the institution on 21.06.2022 in which NCC volunteers, students and staff members practiced asanas

Departmental Activities

• "World Environment Day" was celebrated on 05.06.2021 on zoom by collaborative effort of Department of Botany and Red Ribbon Club. • Red Ribbon Club and Botany Department of Institute organised a webinar on types, methods and benefits of yoga on 18.06.2021. • Online Shabad Gayan competition was jointly organised by History and Music Department of the college on 02.07.2021 (winners were awarded e- certificates).
• Two students of Music Department participated in online Inter-college Shabad recitations competition was

conducted on 12.07.2021 by Ramgarhia College, Phagwara. • Online Inter-college slogan written competition was conducted on 5.09.2021, signifying importance of Teachers'k Day on 05.09.2021 by Department of Philosophy • Punjabi Department organised a lecture on 01.10.2021 (theme- "Punjabi Society and Culture") • A quiz competition was organised by Bhasha Vibhag, Kapurthala in which Navkirandeep Kaur secured 3rd position • A quiz competition was organised by Punjabi Department on 15.11.2021 (winners were awarded certificates). • Declamation, Poetry Recitation and Essay writing were organised by Punjabi Department on 25.11.2021 • A Declamation competition in favour of Eco-friendly Diwali Celebration was held by Economics Department on 31.11.2021. • A "Punjabi Maah" poster making competition was held on 09.11.2021 on the theme " Philosophical Significance of Punjabi Literature" by Philosophy Department • Philosophy Department organised Essay Writing Competition to commemorate 552nd birth anniversary of Shri Guru Nanak Dev Ji on 15.11.2021. • A slogan writing competition was held at Economics Department to commemorate "Martyrdom Day" of Shri Guru Teg Bahadur Ji. • "Republic Day" was celebrated in college premises on 26.01.2022 under COVID-19 protocols. • "National Voters'

Day" was celebrated on 25.01.2022 by History Department in a joint venture with NCC and NSS units of the college. • "International Mother Tongue Day" was celebrated by Punjabi Department to make the students imbibe the significance of mother tongue (Punjabi) on 21.02.2022. • A Vidyarthi Utsav was celebrated by Philosophy Department from 15.03.2022 to 15.04.2022. During this event Rangoli making and Poster making Competitions were held (theme- Tree Plantation and Conservation of water. • A Poetry Recitation Competition (theme- Beti Bachao Beti Padhao), a Debate Competition (theme- Drug Addiction) and a Quiz Competition (theme- Punjabi Culture) were also organised. (100 students participated in the utsav) • "International Women's Day" was celebrated on 08.03.2022 by organising Poster Making and Poetry Recitation Competition. • An Eco-fest was organised on 24.03.2022 by Economics Department. In this event, Slogan Writing, Quiz, Debate, Eco Antakshari and Wall Magazine contests were organised (theme- World Water Day) • "World Poetry Day" was celebrated by " The English Literary Society" of English Department in which literary competition like quiz, debate, sketch making and slogan writing were held. • A Book Exhibition was organised in the college campus by Language

Department, Punjab in collaboration with District Language Office and Language Department of the college • Ru-Ba- Ru programme was organised by Punjabi Department on 04.04.2022. On this occasion yearly journal of department "Arambh" was also released. • A Stone Painting competition was organised by Botany Department in the month of April and on 29.04.2022 a PowerPoint Presentation competition was organised by the department on Economic Botany. • English Department organised a path of Shri Japji Sahib on 21.05.2022 followed langar sewa. • Red Ribbon Club and Zoology Department jointly organised "World Thalassemia Day" on 12.05.2022. • Zoology Department of the college took the students for a visit to Omega Lab, Kapurthala on 14.05.2022. • An extension lecture cum demonstration was conducted by Music Department on 12.05.2022 (resource person - Dr. Sargun Singh) • Vermicomposting Unit was re-established in botanical garden in 27.06.2022 by procuring red worms. • "World Environment Day" was celebrated on 05.06.2022 by Botany Department (theme- Only One Earth)

75th Independence Anniversary
(Azadi Ka Amrit Mahotsav)

• An online Poetry Recitation Competition on Patriotism was conducted on 03.08.2021 by Departments of History and Punjabi and total 12 students participated. • The statue of Captain Jhaggar Singh adopted

by 21 Pb. Bn. NCC, Kapurthala was cleaned and maintained by 50 NCC cadets of college to mark the celebration of 75th Independence Day, 2021 • To commemorate 75th Independence Anniversary of India under the theme "Independence Day and its Freedom Fighters" online Slogan Writing Competition was conducted on every Wednesday of July by History and Botany Department jointly. • An online Extension Lecture was conducted on 10.08.2021 by History Department under theme "75th Independence Anniversary and Patriotism". The resource person of this lecture was Mr. Happy Kumar. • An online Patriotic Song Recitation Competition was conducted on 15.08.2021 by History Department and Music Department jointly. • An Extension Lecture was conducted under theme 'Freedom Fighters of India' who sacrificed their lives for their country. It was delivered by Madam Rekha Rani and 50 students participated in it. • In the second week of August an Extension Lecture was delivered by Madam Rashmi Virk in History Department under theme 'Real Heroes who fought for the freedom of the country' in which 60 students participated. • To celebrate India's 75th Independence Day on 15.08.2021 the principal Mrs. Jatinder Kaur hoisted the National Flag in the college premises. All the staff members were present on this occasion. • To celebration India's 75th

Independence Anniversary an Extension Lecture delivered by Madam Rashmi Virk was conducted under theme "Influence of Gurbani on Society and Culture" on 07.09.2021.

Physical Education Department and Sports Activities

• On 02.11.2021 B.A. final year student Vishal participated in Inter College Free Style Wrestling Competition organised by GNDU, Amritsar. • In Inter College Athletic Competition organised by GNDU, Amritsar from 10.11.2021 to 13.11.2021, Ishika, Jasveer Kaur and Jasmeet Singh participated in Heptathlon, 400 meters Hurdle Race and 100 meters Race. Jasveer Kaur secured 1st position in Heptathlon and 3rd position in 400 MTR. Hurdle Race while Ishika secured 3rd position in 100 meters, Race. • The college Cricket Team participated in Inter College event started from 03.12.2021 conducted by GNDU Amritsar. • On 09.12.2021 in 'Inter College Karate' event organised by GNDU Amritsar, Naina secured 2nd position in individual and 3rd position in fight event. • In another Inter College event conducted by GNDU Amritsar, Gaurav participated in Taekwondo competition from 13.12.2021 to 14.12.2021. • In a 16 day Training Programme in Physical Education in higher education was held at GNDU campus by the Department Of Higher Education, Government Of Punjab under theme 'Army Style Fitness Program with Academic/Sports Session'

started on 24.01.2022. Dr. Sandeep(Physical EducationDepartment) attended this program. • A brainstorming session of sports was conducted on 26.02.2022 by the Department Higher Education, Govt. Of Punjab under theme ' Smart School Smart Ground'. Prof. Ranjit Kumar, Dr. Sandeep and Mrs. Rekha Rani attended this session. • 109th Annual Sports Meet was held in the college from 05.04.2022 to 07.04.2022. The chief guest Dr. Amandeep Singh, Incharge Sports GNDU Amritsar, distributed prizes to the athletes and Sahibzada Fateh Singh House received overall Trophy of the event. B.a1 students Jasbir Kaur and Naveen claimed Best Athlete Awards in Girls and Boys category respectively. • International Yoga Day was celebrated in the college campus on 21.06.2022 by NCC and NSS wings of the college in which 30 Cadets, Volunteers and Staff Members practised Yoga Asanas.

Cultural and Extra Curricular Activities

In Zonal Youth Festival organised by GNDU, Amritsar from 29.10.2021 to 31.10.2021, N.J.S.A Government College Kapurthala's students lifted Overall Trophy with their brilliant performance in the festival. The students secured first position in On the Spot Painting, Clay Modelling, Folk Orchestra, Folk Song, Geet Ghazal and Rangoli, second and 3rd position in Cartooning, Phulkari, Poster Making,

Kavishari, Tabla Vadan, Debate and Luddi. • On 27.04.2022 students participated in Inter College Competitions such as Solo Dance and Group Dance organised by Kanya Maha Vidyalaya, Jalandhar under theme 'Annual Mega Event KMV's IT Euphoria (KITE 2022) in which Ritika secured first position in Solo Dance Competition. • On 05.05.2022 Inter College Competitions in Literature such as 'Literary Characters Come Alive, Literary Quiz, Calligraphy and Portrait Making', organised by Kanya Maha Vidyalaya, Jalandhar under theme 'Litmania-2022' Harleen Kaur received consolation prize in Portrait Making Competition. • On 28.05.2022 Annual Prize Distribution Function was held in the college premises in which chief guest principal Dr. T.R.Basra distributed prizes to the luminary students in the fields of Academic, Cultural and Sports. B sc final year student Gagandeep Kaur and B a first years student Jasbir Kaur were honoured with College Colour in Academic and Sports respectively. Apart from them 11 students were awarded with Gold Medals and 39 students received Merit Certificates.

The College Magazine

A College Magazine encourages the students to pen down their thoughts into writing by providing a platform to budding writers and poets. 'RANDHIR'- Magazine of this Institution also reflects the achievements and activities by the staff and

students. In this session too, college got its another issue of Randhir published under diligent leadership of Dr. T.R.Basra. This issue reflects the Literary, Educational, Social Service Aspects and Physical Education & Sports activities held at Institution Premises, besides channelizing latent creative talents of the volunteer students.

Focus on Teaching and Evaluation

- Before the commencement of the semester, every teacher makes teaching planner in which syllabus of the whole semester is divided into respective months.
- Focus is provided on practical aspect of teaching using various audio-visual aids.
- Feedback is taken by engaging students in regular class tests
- Mid semester tests are held, results are declared and toppers are rewarded at the annual prize distribution function.
- PG students are encouraged for Power point Presentations
- Every Department has a departmental library from which books are issued to under privileged and deserving students.
- Regular educational tours and excursions are carried out to make available practical knowledge that helps in grasping the classroom contents easily
- At the end of the semester annual university examinations are held for assessment of the teaching learning process.
- Students and teachers are instructed to visit the college library for

	<p>imbibing peripheral knowledge related to the subject matter.</p>
<p>Infrastructural Aspects</p>	<ul style="list-style-type: none"> • Smart Classrooms • Virtual Classrooms • Common Room Furniture • Well-Furnished Library Reading Rooms • Staff Room, Class Rooms, Canteen and Administrative Block are fully furnished and maintained • A basketball court and a multi purpose ground where sports like kho- kho and cricket are played and it serves as a 400 meter athletic track also • An eco-friendly Botanical Garden with wide variety of plants species which aids to natural serenity as well as providing on-site teaching facility • Two Hi-Tech Computer Labs with modern IT facilities. • New Printers, Scanners and Smart boards available. • Air conditioned Seminar Room • Well furnished Library with 35,908 Books with two Air Conditioned Reading Halls • Well maintained Gym(Fitness Zone) • Well Equipped Laboratories of subjects with practical aspects (Chemistry, Botany, Zoology, Physics, Functional English, Geography, Commerce, Philosophy, Physical Education) • Conference cum Seminar Hall is being constructed in the college premises near the college ground from last one year. • Work on furniture, electricity, water supply etc. would be taken care of in the next session.
<p>Admission Policy</p>	<ul style="list-style-type: none"> • The college offers variety of UG and PG courses that invite

students of wide different interests. In this session, College has been granted permission to start a new PG course in Punjabi Literature too by DPI (Colleges). •

Whenever students come to enquire about admissions, these queries are diligently dealt with by Enquiring Committee of the College. A curtain is raised on the courses of interest, Sports & Physical Education activities, NSS and NCC programmes, wide variety of extracurricular societies, available fee structure and other aspects of campus life.

The quest of prospective students is patiently tended to. • 19/08/2021 marked the online launch of helpline number 1100 and Online Admission Portal to ease the process of admission to Government Colleges. This portal enables the students to online apply for various UG & PG first year courses by uploading their documents on the given site. This digitalization provides a common admission portal as a central platform for admission.

• It goes to the credit of Principal T.R Basra for having paved way in increasing the number of students from 1016 (Session 2020-21) to 1083 (Session 2021-22). Under his guidance, institution has gone in for accommodating the students to seek admission offline despite the availability of online portal. Offline interaction helps the

students to make a better choice between offered courses. Moreover, word of mouth about the college across the catchment areas too has aided in to evolve admissions. • The College has started five skill based Diploma / Certificate courses under Jagat Guru Nanak Dev Open University Patiala to enhance the employment and placement opportunities. This too has brought a raise in admission number. • After having surpassed its sesquicentennial anniversary, about sixteen years back, college proudly portrays itself as restorer of rich cultural heritage. The college website reflects a glimpse of its uniqueness and individuality. This allures the students to join the institution enthusiastically.

Old Student Association (OSA)

• The Alumni Association called Old Students Association (O.S.A) of the college with the Principal as its patron, functions to forge a strong bond between the college and its old students. Including Alumni as a part of college family, adds to the credibility to the institution. The alumni not only act as a lighthouse for the current students, but also add eulogical value but also eulogical values to the institution. • The administrative body holds meetings from time to time, evolves policies regarding the working of the association. • They are also encouraged to

make valuable contribution to the association by interacting with the students and the new pass outs. They are also sensitized to the needs of the institution and are made aware of their responsibility towards their alma-mater. • The distinguished alumni from our college who have excelled in various walks of life are invited to inspire the young students of the college. • O.S.A. promotes and encourages the members to take active interest in the objectives and progress of the Institution and raising funds for it from the volunteers. • The alumni provide their expertise in mentoring, facilitate internship and guide the ongoing students for career opportunities besides promoting institutional brands. • In this Academic Year an Alumni Meet was organised by the college on 12.03.2022 in which old students of the college, who are teachers in their respective fields, graced the occasion with their presence. The Alumni included Teachers and Principals of the schools and colleges who recapitulated their precious time spent previously in this institution which they nostalgically shared with the audience.

Parent Teacher Association
(PTA) Committee

• A Parent Teacher Association Committee is formed in the college for interaction amongst parents, teachers and staff. • This committee intends to facilitate parental

	<p>participation in the college activities. • At present PTA is working diligently for the development and growth of the college as well as students. • Various PTA meetings are held for finding ways of improving performance in all areas cultural, academic, social and ethical. • PTA funds are raised from the students to pay the salary to the guest lecturers as permanent staff members are lesser in numbers and many sanctioned posts are vacant. • During the session 2021-22 PTA committee has worked for the maintenance of college campus and building. • Committee also contributes for the funds requires to exhibit various Cultural and Academic functions of the Institute. • During the session 2021-22 PTA committee has worked for the maintenance of college campus and building.</p>
<p>Career Counselling and Guidance Cell</p>	<p>• There is a Career Counselling and Placement Cell specially working in the college for providing career guidance to the students. The cell organised following annual activities:- • On 06.08.2021, students were registered for online courses of</p>
<p>13. Whether the AQAR was placed before statutory body?</p>	<p>No</p>
<p>• Name of the statutory body</p>	
<p>Name</p>	<p>Date of meeting(s)</p>
<p>Nil</p>	<p>Nil</p>

14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2020-21	25/01/2022
15. Multidisciplinary / interdisciplinary	
<p>The college is enthusiastic about, and is making accordant and consonant attempts to encourage upheaval advancement and comprehensiveness. The Institution copiously follows the stipulated curriculum of GNDU, Amritsar and is open about adopting multidisciplinary/ interdisciplinary academic programmes. Team meetings are held to facilitate interaction from various disciplines to enhance the progress of interdependent work progress. Multidisciplinary is being exercised to impart knowledge from different disciplines within prescribed boundaries, while the interdisciplinarity is being practiced to harmonise a link between the disciplines into a co-ordinated curriculum. Thus Institution makes the students imbibe a coherent approach of teaching.</p>	
16. Academic bank of credits (ABC):	
<p>The Institution is keen to step into 'Academic Bank of Credit' platform created by National e- Governance Division (NeGD) of the Ministry of Electronics and information Technology. But this would be done under the directions of GNDU and approval by Higher Education Department, Punjab</p>	
17. Skill development:	
<p>Keeping in mind that India has unique demographic advantage with more than 60% population being in young age group, institute has shown its preparedness to make the students combat with the skill based available job opportunities, staying 'in pace' with growing GDP of the country. Skill based courses help in increasing proficiency, growing skills and achieving improved scenarios of placements. Under the affiliation of Jagat Guru Nanak Dev Punjab State Open University, Patiala,</p>	

the College has enrolled students for the following course-

Sr. No.	Courses	Enrolled students
1.	Certificate Course in Accounting and Taxation	42
2.	Certificate / Diploma in Fashion Designing	3+15
3.	Certificate course in GST	5
4.	Certificate/Diploma in Software Development	17+9

After a critical analysis of Functional, Self Management and Special Knowledge Skills, the Institution has opted in for the above Skill Courses for the students to enable them to contribute to the productivity of the Nation.

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

To promote/ integrate Indian Knowledge System, College is ever striving. College has included Hindi, English, Punjabi and Sanskrit in its curriculum to reach across cultures and religions, thereby promoting true National Spirit in the youth. Revival of rich heritage, art, folklore, music and dance are consistent efforts. In this session, two girl and two boy cadets were selected for E- International Cultural Exchange Programme (e- ICEP), Singapore. Celebration of festivals like Teej, Lohri , Language Days, International and National Teachers' Days evoke a sense of pride in the youngsters about rich cultural heritage of the country. Our Post Graduate course in English includes 'Japji Sahib' - Gurbani by Shri Guru Nanak Dev Ji, which indicates the zeal of the Institution to inculcate spiritual, moral and ethical values in the students- which seem diminishing in today's world. Inclusion of 'Nath Bani', 'Bhagat Bani' and 'Gurbani' in Elective Punjabi Syllabus and incorporation of sermons by Shri Guru Nanak Dev Ji,

Kabir ji, Surdas ji and Tulsi Das ji in Elective Hindi Syllabus unfold the richness of ancient scriptures for the students.

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

The Institute concentrates on Outcome Based Education for the students to identify and nurture their innate abilities in the desired fields. Organised Field visits, Red Ribbon Club Interactions, Career Counselling Lectures, Excursions, Environment Friendly Activities, Swachh Bharat Campaigns, Setting up of vermicomposting units etc. include the endeavours of the Institute to provide a varied platform of educational methodology, where aspects emphasise on a clearly articulated idea of what students must imbibe. Department of Computer Science offers Courses like B.Sc. Computer Science, B.C.A. And P.G.D.C.A. as this areas of study provides instant access to vast array of data, challenging assimilation and assessment skills. Besides other Post Graduate courses, M.Com. and M.A. (Economics) hold a special place for skills in the fields of the Trade, Industry, Management and Economy to open the gates for jobs like C.A., Cost and Works Accountant, Company Secretary and Jobs related to Business administration.

20.Distance education/online education:

Though the Institution is yet to enter into experimentals viz-a-viz spheres of Distance Education and Online Education, it takes care to make the students aware about Distance Education and Online Courses available at UGC Affiliated Universities of India such as IGNOU, Amity, Annamalai, NMIMS etc Career Counselling Cell of the college registers college students for various online courses in the field of Artificial Intelligence, Competitive Exams, Specific Job Trainings, Ghar-Ghar Rozgar Scheme Courses etc- initiated by Punjab Government Employment Generation Schemes. College also takes pride in adopting courses offered by Jagat Guru Nanak Dev Punjab State Open

University (Patiala) for distance education. Growing digital technologies into people's home have ensured that, along with their ongoing Offline Courses, students can opt in for Online side courses available. They are empowered to organise their own schedules and means of communication after selecting the area of their interest more pragmatically.

Extended Profile

1.Programme

1.1	16
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Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1	1083
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Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	304
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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	312
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Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic	
3.1 Number of full time teachers during the year	8
File Description	Documents
Data Template	View File
3.2 Number of sanctioned posts during the year	52
File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	35
4.2 Total expenditure excluding salary during the year (INR in lakhs)	90
4.3 Total number of computers on campus for academic purposes	69

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

For the implementation of effective curriculum delivery, different committees have been formed under transparent mechanism.

(a) Academic Calendar

- Academic calendar is prepared and uploaded on the website that reads the schedule and co-curricular activities to be conducted during the year under IQAC guidelines.
- The time table incharge prepares the timetable after

receiving the allocation and workload by heads of various departments.

- Some faculty members of the college are also part of University Board of Studies and they contribute significantly for the course amendments and preparation of syllabus of university
- Mid semester tests are conducted to check the performance of the students and to prepare them for final university examinations.

(b) Teaching Plan and Teaching Aids

- Teachers plan their own teaching schedule and lesson plan and pastes a copy of it in their respective attendance registers.
- Theory and practical classes have been conducted through online and physical mode as well.
- Teaching is enhanced with the help of working models and charts.
- For experiential learning, students go for excursions, industrial visits and field visits.
- Online Quizzes and written tests are also conducted.
- Online lectures also have been delivered by some college faculty members that are saved on YouTube platform. The link for the same is provided to the students.
- The faculty members also attend Orientation courses and Workshops to update their knowledge of the subject
- Feedback is collected from Parents, Teachers, Students and Alumni as per NAAC guidelines and feedback is analysed. The grievances received are resolved at the earliest.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.gckpt.com/IQAC%202021-22.html

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

- The college follows the academic calendar of the affiliating university for examination, assessment and evaluation, the details of which are provided to the students at the college website with links to the university website and is also published in the Prospectus .

- House tests are conducted every year, both theory and practicals in which university paper pattern is followed so that students are able to prepare themselves for final university exams.
- Course wise assignments and project works are given to the students .They participate in various Online Projects like Quiz based on their prescribed syllabus, class tests, Declamation and Slogan/Poster making etc. Science students submitted their E- Practical files in Botany subject and also submitted their projects through PowerPoint Presentation for their continuous evaluation on regular basis.
- Final semester exams conducted by GNDU, question papers sets are maintained and opened under strict secrecy and exams are conducted under the surveillance of university experts appointed from other institutions.
- Under the scrutiny of the external examiner appointed by the university, Final practical examinations are conducted.
- Answer sheets have been evaluated strictly through table marking internally in one semester due to online examination.
- The institution always strives to resolve examination related grievances of students like errors in marks or correction in marks. Grievances related to question paper queries are also discussed in the class.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.gckpt.com/igac/Academic%20Calendar%202021-22.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/

B. Any 3 of the above

**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

00

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)	No File Uploaded

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

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

06

File Description	Documents
Any additional information	No File Uploaded
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

101

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

The curriculum is designed by the GNDU to which the college adheres. The syllabi of some courses deals with issues like Gender, Human Values, Environment and Sustainability in various subjects.

Along with the programmes offered by the university, the college also organizes Seminars, lectures and other co-curricular activities that endeavor to integrate the crosscutting issues relevant to the above mentioned aspects

Gender sensitivity

- Anti -Ragging Cell intends to prevent any sexual abuse towards female students.
- Girl Students are regularly sensitized by organizing talks on health like menstrual hygiene. Sanitary Napkin Vending Machine is also available.

Environment and Sustainability

- The college makes persistent efforts to maintain good water quality, air quality by planting good number of saplings every year.
- Students and teachers are directed to switch off lights and fans before leaving the classes.
- A compulsory core course on Environment studies and drug abuse are included in all UG programs.
- Every year Environment Day, Earth Day, No Plastic Day, World water Day are celebrated in collaboration with NSS and NCC unit of the college.
- Swachh Bharat Abhiyan is conducted in the college by indulging the students in cleanliness work and to awaken and stir their consciousness towards responsibility to

environment.

Human Values and Ethics

For health consciousness, a compulsory core course, Drug Abuse is included in all UG programs which guides the students to keep at bay from drugs.

Professional Ethics

Professional ethics is core of all teaching and learning activity. Professional ethics is a part of curriculum of Commerce.

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

5

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	No File Uploaded
Institutional Data in Prescribed Format	No File Uploaded

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

343

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	http://www.gckpt.com/igac/Student%20Satisfaction%20Survey%202021-22.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	View File

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

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://www.gckpt.com/igac/Student%20Satisfaction%20Survey%202021-22.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

603

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

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

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

700

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

2.2 - Catering to Student Diversity

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

- During admission, the counseling desk offers psychometric testing facility for assessment of student's intelligence, aptitude, interest and personality.

- Class room interactions, mentor-mentee interface, and tests are the key methods of monitoring learning levels of the students. Regular class tests have been conducted by each department to identify slow and the advance learners.
- Advanced learners are paid special attention for performing exceptionally well in university examination. They are also encouraged to attend workshops and other competitions conducted in college and other institutions. They are also enrolled in competitive examination guidance classes, and their output is noticeable by increase in number of students qualifying various

Competitive exams

- Slow Learners are constantly and strategically motivated in mentoring sessions for working hard for procuring good results. Remedial classes are arranged for weak students by the faculty members in their free lectures. Weak students are also given assignments and project work for their practice.
- Study material and notes have been provided to the students in the form of Pdf's and website links to their whatsapp groups to keep them updated.
- Some faculty members save their lectures on YouTube platform. The link for the same is provided to the students.
- Seminars are organized on the topics related to the prescribed syllabus. Extension lectures on different topics are arranged to provide quality education to the students.
- More emphasis is given on practicals and students are acquainted with practical knowledge.

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

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

Number of Students	Number of Teachers
1122	33

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

Vivid activities and camps are organized which induces social responsibility and harmony between the students and volunteers. They learn art of living with solidarity and compassion. These activities also enhance their decision making power by boosting their Confidence.

Some faculty members have used YOUTUBE platform to save their lectures and made it available for students, to make their teaching-learning process well advanced.

Participative and Experiential Learning

- Team spirit is promoted in the students to help them participate in team events in various activities as in Inter- College Competitions, Youth Festival organized at Zonal Level, Sports Meet etc.
- Classroom teaching is enhanced with sufficient experiential exposure to the real world. The college has adopted amalgamated approach by integrating conventional teaching with technologically advanced methods. Field trips, educational excursions, industrial visits, projects, internships, seminars, are organized to facilitate experiential learning. Some programs have experiential learning component in their curriculum.
- Seminars are conducted by the PG Classes in which students learn the art of teaching and they gain confidence in their future prospects.

Problem Solving Methodologies

- Tutorial lectures are taken to resolve the grievances of the students in which students discuss their problems freely to their respective teachers.
- Proctorials are arranged to avoid any kind of misbehaviour inside the college campus and for maintaining discipline in the college.
- Anti -Ragging Cell works hard to be available everytime for

students help and functions to prevent any sexual harassment towards students.

- Remedial classes are also conducted for the slow learners.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

- The college provides wide range of educational services to deliver knowledge to the students by using a variety of approaches, for example, the college has the provision of ICT enabled classrooms and 10 smart classrooms, 08 LCD Projectors, digitalized library, which foster interest and encourage inquisitiveness among students thus making teaching effective and teaching learning process more fulfilling by building the learner-centric environment
- Recognizing the dynamic role of ICT in effective teaching learning process and expansion of educational opportunities, the college uses a diverse set of ICT tools to communicate, create, circulate and manage information.
- During the final exams, lab practicals are conducted through virtual mode i.e. ZOOM and Google Meet that way students experienced new method with interest in their learning processes.
- As some classes are enabled with smart boards, the literature students are made available with movies of their respective course fictions and shown in the classes to create interest regarding literature among students.
- During the pandemic to conduct online quiz, webinars and various online competitions teachers created brochures, Google forms and PPT's YOUTUBE platform to save their lectures and made it available for students, to make their teaching-learning process well advanced.
- Due to Corona crisis, online mode of examination was adapted to ensure effective working of virtual process. Teachers were also given training so that they could check the answer sheets digitally. Problems of students concerning online

exams were also resolved.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

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

33

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
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

33

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	No File Uploaded

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

06

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

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

2.4.3.1 - Total experience of full-time teachers

529 Years 4 months

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

2.5 - Evaluation Process and Reforms

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

As per the guidelines issued by the GNDU, college maintains a well structured and an explicit internal assessment system that is transparent and steadfast.

- According to the academic calendar schedule, internal assessment of students is conducted, eventually students take part in various curricular and extra curricular activities which adds to their overall personality development
- Students are evaluated through project work, class tests, unit tests (MST), assignment as in PPT's, regularity in lab, their practical performance and punctuality, seminars, etc. that improves their potential, which is essential to face

the global challenges.

- During the time of COVID, practical examinations were conducted through virtual mode in odd semester and students participated in various activities did their practical projects from home such as tree plantation, various practical experiments and submitted E- Practical Files.
- Students also take part in various online and offline competitions such as, Quizz, Poster Making, Sketch Making, Slogan Writing, Declamation, Poetry Recitation, and Debate, Paper Reading etc., which helps to enhance their capabilities.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

- The Principal appoints Examination Registrarwhomonitors to maximize efficiency and transparency in examination related grievances.
- The examination schedule of regular and reappear students is communicated by displaying datesheet on college website, notice board and circulation through WhatsApp groups by the teachers.

Grievances related to Mid Semester Test

- During the MST after evaluating the answer sheets, question papers are discussed in the classroom as well as students also see their respective answer sheets for their contentment.
- In Mid Semester examination students with grievance of attendance, medical issues etc. are dealt immediately. .
- Mock-Practical is also conducted to prepare them for their final exams.
- There is a facility of suggestion box in the college premises to put into complaints and suggestions regarding the grievances of students.

Grievances related to University examination

- The process regarding final exam is steadfast, transparent

and efficient. The principal himself with examination team keeps an eye on the whole process of examination.

- Grievances related to the University Examination are taken on priority basis and within the time limit are sent to the concerned university authority.
- The college follows the guidelines and policies declared by GNDU in terms of any grievance related to exams.
- The grievance related to setting of the question paper and any discrepancy of incorrect marks or late results, the college takes immediate action and is informed to Controller of Examination, GNDU, Amritsar.
- Final university exams have been conducted through online and offline mode under CCTV surveillance and discrepancies regarding the question papers and answer sheets were rectified.

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

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.

The institute offers both UG/PG courses. The IQAC of the college in its meetings, plans and follows systematic strategy for the success of the program outcomes. Direct evaluation is done on the basis of performance of the students in midsemester tests conducted by the institution and final semester examinations conducted by the parent university. CO attainment is judged through the projects, practicals, seminars and viva-voce examination. Routine evaluation is done by regular tests in the classroom. All the tests conducted in the classrooms or on college level, follow the same pattern prescribed by the parent university. This way students get prepared for the final examination and perform better. CO attainment in terms of creative thinking of the students is evaluated by PPTs, project files, seminar files with original ideas. Indirect attainment is evaluated through exit survey methodology. A qualitative evaluation is done on the attainment of COs for the courses by the faculty after course completion. The observations are reported to IQAC and discussed for the future actions.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://www.gckpt.com/Courses%20Outcomes.html
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 institute offers both UG/PG courses. The attainment of program outcomes and course outcomes mechanism is well structured and efficient which is achieved through Class Tests, Mid Semester and University Examinations, Tutorials, Seminars, Viva Voce, Assignments, etc. Routine evaluation is done by tests in class room. In terms of analytical and creative thinking of students their assessment is carried out by various competitions. The way of evaluation is Exit Class Survey by getting Feedback from them.

- Every year students pass out from the students and pursue PG courses in their respective fields and also appear in competitive exams CA, Bank PO, SSC, UPSC, PPSC, UGC NET.
- Students also develop entrepreneurship skills and are successfully contributing in the operation of Business. Their knowledge of basic skills like analysis of Economic Problems, Accounting, Marketing and Finance helps them in different subject related professions.
- Students gather knowledge about the inheritance and tradition of their own country as well as world. The students develop intellectual, personal and professional abilities through effective communicative skills ensuring high standard of behavioral attitude and ethical values.
- In this advanced and Modern IT world computer knowledge is necessary for everyone. So computer courses are beneficial for students. The students join as technical trainees and computer operators and other such jobs and become software developers and handle technological challenges.
- Science students learn various fundamentals of Science Education. They built up progressive and successful career in Academics and Industry. They develop sense of Scientific Responsibilities, Social and Environment Awareness.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.gckpt.com/courses_available.htm ↓

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

298

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	No File Uploaded
Paste link for the annual report	Nil

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)

<http://www.gckpt.com/igac/Student%20Satisfaction%20Survey%202021-22.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)

nil

File Description	Documents
Any additional information	View File
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

00

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

00

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

3.2 - Innovation Ecosystem

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

- Majority of the students in our college comes from the deprived section of our society. The college provides them

with well equipped computer labs which caters to update their skills in computer education. This helps them to avail the current knowledge and use of technology.

- Job Melas are organized at the district and state level by the government of Punjab. Students of our college enroll there. Students get motivation to participate in various competitive exams by listening to extension lectures delivered by the eminent personalities which helps them to procure jobs.
- Science teachers and students collaboratively made a vermicomposting pit of the botanical garden to produce eco friendly compost by decomposition process. This compost is used to grow flora in the college. Hence preventing soil pollution as well.
- Rain water harvesting system is there in our college which helps to conserve and replenish water under the earth and also avoids flooding during the rainy season.
- Solar radiations are free of cost and can be utilize to produce electricity in this region due to suitable geographic, temporal and atmosphere variables during most of the year. A survey was conducted and roofs of physics theatre found as most suitable for deployment of solar Panels due to good solar insolation. After completing all the essential formalities, a system with 1.25 kW capacity was installed that resulted in the reduction in the electricity bill of the college. Moreover college has deployed CFL tubes instead of electric bulbs to save electricity.

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

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

00

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

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

00

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	No File Uploaded
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

03

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

File Description	Documents
Any additional information	No File Uploaded
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

Youth of Punjab is heading towards drugs now days, as a result of which many lives are at stakes. The young generations need to be counseled regularly so that they would know the outcome of intake of narcotics. There are different programmes run by the government of Punjab in which students are persistently guided and made aware about the drugs.

- DAPO, BUDDY, etc. are such programmes where the volunteer teachers and students are bringing positive changes among the students . These groups are continuously monitored and counseled to spread awareness among the students and the people where they are living.
- Mission Tandarust Punjab is another programme in which education and awareness related to the health is imparted to students.
- SVEEP programme is run by the government of India through this teachers of our college counsel with the students regarding voting system. They also aware them to make their voter card and guide them to cast their vote and choose the right representatives.
- NSS, NCC, Red Ribbon Club are programmes which are in working at state and national level.
- Other than these college also celebrates 'Swatcha Pakhwada' , 'Poshan Pakhwada' 'Van Mahotsav', 'Ek Bharat Shreshtah Bharat', 'No Burning of Straws', 'Plastic Waste Management' and 'National Road safety'

'National Constitution Day', 'Awareness against Drug Addiction', 'National Unity Day'

File Description	Documents
Paste link for additional information	http://www.gckpt.com/IQAC%202021-22.html
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

3

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
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

64

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

780

File Description	Documents
Report of the event	No File Uploaded
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

0

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	No File Uploaded

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

00

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The NJSA Govt College Kapurthala campus covers an area of 33 acres, covering an area of 7408.17 square meters. The college is connected to the railway station and the train and bus stations are only 1.7 km and 1.2 km apart. Preservation In order to maintain the goal of a sustainable ecological environment, the college has even preserved the Peepal on campus which is over 150 years old. Administration building, science block, library building, U block, Commerce block, common room for students, lounge for student, Separated Canteens for Boys & Girls, Botanical Garden, lush gardens, green lawns covering the campus, scooter and parking lot. The study rooms in the study spaces are well ventilated and well lit. All laboratories are well lit. All laboratories are equipped with the latest equipment and have adequate seating capacity for practices. The buildings have 37 classrooms, two lecture halls and 11 well-equipped laboratories. Total 21 ICT empowerment including smart classrooms and seminar rooms. The library has an open shelving system with 38535 books, an AC reading room partially maintained with E-Granthalaya software version 3.0. There are 69 computers, 7 printers and scanners, equipped with scanners, Wi-Fi facilities with 100 Mbps bandwidth, etc Make possible the teaching and learning of ICT. ICT enabled 24/7 surveillance of the campus with 32 CCTV cameras.

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

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

Cultural events - The centre of cultural events of the institution is the amphitheatre, where all the most important events take place. At the Zonal Youth Festival organized by GNDU Amritsar from 29-10-2021 to 31-10-2021, College students won the Overall Champion Trophy for their outstanding performance at the festival. The students won first prizes in Painting, Clay Sculpture, Ethnic Band, Folk Song, Geet Gazal and Rangoli. By doing so, they got 2nd and 3rd place in Cartoon Art, Phulkari, Poster Making, Kavishri, Tabla Vadan and Luddi.

Sports - This academy is an institution without equal in the field of sport, because the academy offers the best infrastructures as well as excellent sports supervision according to the situation. The sprawling playing field includes a 400m athletics track for athletics, cricket, volleyball, kabaddi, basketball, parade ground, yoga, taekwondo and karate. For the well-being of students and faculty, a gymnasium has also been established on the college campus, which includes a valuable treadmill, multi-exercise machine, dumbbells and weight plates for a variety of exercises. The college athletes participated in an inter-school event organized by GNDU University do better in various sports i.e. Freestyle wrestling, athletics, cricket team, karate and taekwondo competitions.

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

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

19

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

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)

50,77,121/-

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)	No File Uploaded

4.2 - Library as a Learning Resource

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

Libraries are the foundation of any successful institution. The College's 'S. Suchet Singh Library' recognizes the value of a well-equipped library to student and College growth and is one of the richest libraries in the region, boasting an open shelving system with a collection of 38,535 volumes and over 500 rare titles and AC reading room e-granthaya (partial) version 3.0 provides easy online access to library books.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources **E. None of the above**

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

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

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

27,080/-

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

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

100

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

4.3 - IT Infrastructure

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

The college has a total of 69 computers, 19 ICT computer rooms, 7 printers and scanners, 3 printers and copiers, 10 printers and 3 scanners, making teaching and learning based on ICT. As the campus is large and extensive, 24/7 surveillance using 32 CCTV cameras is essential not only for security reasons but also to facilitate a proper teaching and learning system. The College also maintains its "College Website" which is updated from time to time.

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

4.3.2 - Number of Computers

69

File Description	Documents
Upload any additional information	View File
List of Computers	No File Uploaded

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	No File Uploaded

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)

2,44,018/-

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)	No File Uploaded

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.

The Faculty has a Maintenance Committee, which includes people from academic and non-academic departments, and is headed by the Director. The Science fund, the sports fund, the Amalgamated fund, Annual fund, Health fund etc. are collected as part of the fee structure. The allocation and use of funds is done in accordance with the financial rules of Punjab and guidelines issued by higher authorities. The college has 09 laboratories, under the supervision of experts, regularly imparting practical knowledge in accordance with the university program. The Faculty has set up computer labs with funding from UGC and its own resources. A minimum of three books is issued to students for a period of 15 days with renewal facilities. The library building consists of new fully furnished and air-conditioned "reading room". The college has a 400-meter running track, three sports courts, a basketball court, and a gymnasium to promote the health and well-being of its students as well as faculty. Regularly supervise the cleaning and maintenance of the classroom. Projectors and smart classroom systems are operating normally and necessary repairs are being made from time to time. The cleanliness of classrooms, gymnasiums, laboratories, restrooms and other areas of campus is supervised by experienced teachers. The services of plumbers, carpenters, electricians, masons and computer specialists are often called upon to ensure the maintenance of classrooms and other infrastructures.

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

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

415

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

00

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	http://www.gckpt.com/igac/Skills%20Enhancement%20Initiatives.pdf
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

560

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

560

File Description	Documents
Any additional information	View File
Number of students benefitted 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	No File Uploaded
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

00

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	No File Uploaded

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

5.2.2.1 - Number of outgoing student progression to higher education

33

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

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

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

00

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	No File Uploaded

5.3 - Student Participation and Activities

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

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

05

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	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)

Students are part and parcel of the institution. Whatever the College is or is doing, it is for the development of overall personality of the students. So, for the purpose of sharing

assigning duties and responsibilities with the students, they are made members of different Committees, Societies and Associations in the College. Two representatives of students are nominated as members of College Internal Quality Assurance Cell (IQAC). They are invited to attend IQAC meetings and are encouraged to have the views of the student community as a whole. To create interest of students in co-curricular activities and for harmonious development of students, various departmental Societies/Associations are established and these are managed by students themselves under the guidance of teachers. At present, departmental Societies/Associations include:- Punjabi Sahit Sabha, History Association, Science and Environment Society, Commerce Forum, Planning Forum, Mathematical Society, Music Society, English Literary Society, Political Science Association, Philosophy Society etc are working on self-finance basis. These societies organise Trips, Cultural programmes, Essay writing competition, Poster making, Extension lectures etc. These responsibilities help the students to be future leaders, give them a certain boost by learning confidence, team work spirit, self-presentation, time management and other kinds of skills.

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

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

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

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

- The College has registered Alumni Association namely 'Old Students Association' (OSA). It is managed through executive Committee of old students.
- One alumni member is appointed as President of the Association.
- Association has its own bank account and donations from students are received in this account. This account is jointly operated by Principal of the College and Secretary of the Association.
- Executive Committee meetings are called from time to time and discuss the work to be done in the college.
- Beautification work of One 'Old Students Association (OSA) Park' in the college is sponsored by OSA. Association has hired one gardener for this purpose and his salary is paid from its own fund.
- On 12.03.2022 an "Alumni Meet" was organised by the college under the leadership of Principal Dr. T.R Basra in which old students of the college, who are teachers/principals in their respective fields, graced the occasion with their presence.

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

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

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:-Vision of the institution is to perpetuate the philosophy of equipping and imparting quality education and skills to the students from varied socio-economic, regional and linguistic backgrounds. Principal as the authority delegates the functional officialdom to the HODs and convenors of various committees/ cells / offices; who work in unison to empower the students to attain academic excellence and emerge triumphant in the fields they opt for Academic brilliance is nurtured by adopting a radical, student centric teaching- learning pedagogy following a diligent curricular, so as to impart critical thinking expertise and analytical adeptness. Having transversed a journey that has crossed sesquicentennial milestone too, the institution envisions to stay distinctive and noticeable as an icon of preserved cultural heritage.

Mission :-The ever dynamic and progressive mission of NJSA college currently aligns with National Education Policy, that envisages fair minded and unprejudiced education for all that would enable the students to experience the global quality of education in their very own country, that too accessible and economical. Some special cells NSS, NCC, Disability Redressal Cell, Red Cross Committee, Women Sexual Harassment Redressal Committee, Swachh Bharat Abhiyan cell etc. function diligently to ensure the indoctrination of social obligation by organising 'Community Outreach Programmes' to cater to the needs of society. The institution is in the mission to bestow upon the students, a value oriented education in synchronisation with practical and theoretical academic aspects aiming for a flourishing and robust nation.

File Description	Documents
Paste link for additional information	http://www.gckpt.com/igac/Vision%20and%20Mission%20Statement.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.

All the academic / non academic affairs of college are enriched in decentralization and participative management. A process by which activities of an organization such as planning and decision making are delegated away from a central pillar i.e. decentralization is practiced at all levels. The policies framed by the Principal in confidence with the staff council aided by regular meetings are dispensed to the dedicated cells, committees and offices of the college at both teaching and non teaching levels. These cells deal with different areas such as Admission Rules, Conducting of Examination, Ensuring Discipline, Career Counselling and Guidance Activities, Society Commitment Pursuits, Scholarship Provisions, Dissemination of Financial Grants from various spheres, Youth and Women Empowerment endeavours and many other similar dimensional quests . This hierarchical autonomy motivates the committee members for more input, efficiency, group cohesiveness and better execution of duties. Institution takes pride in being one of the very few in Punjab to have used both online and offline resources for admission process, which has now become more streamlined. IQAC and PTA committees which also include Students, Parents, College Alumni and Social Organisation Members besides College Teaching and Non teaching Staff; reflect the culture of participative management in the college. Thus the institution holds up an orderly assignment of authority throughout the levels of management

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Institution holds a headset strategy chalked out by synergic efforts of Institution Head and HOD's:

- Since India celebrated its 75th Independence Anniversary on August 15, 2022, Session 2021-22 has been dedicated to a number of activities related to 'Azadi Ka Amrit Mahotsav' so as to educate the students about sacrifices made to attain independence and evoke patriotic and nationalist emotions.
- Amidst the global scare of environmental issues, 'Go-Green' drive is on the trend. The college strategised to raise the curtain in such issues and promoted Eco-Friendly living by organising plantation drives, Extension Lectures, Cycle Rally and putting up Bannere to cut back on Resources Depletion and preserving Mother Earth for future generations. Environment related days were celebrated to generate wakefulness about environmental sustainability.
- The existing Vermicomposting Unit was reshaped and reconstructed in the Botanical Garden of the college, which involves the degradation of organic wastes by worms. Red worms were especially procured from 'Krishi Vigyan Kendra, Kapurthala'.
- COVID-19 wave caused disruptions to education system resulting in substantial losses and inequalities in learning. The college adopted reopening strategies to enable the students to return back to a supportive learning environment, taking all measures to address their safety, psycho-social wellbeing and mental health. Emphasis was laid on capacity development pedagogies for remedial learning and digital / blended teaching approaches.
- Under the Principal as Chairperson, Parent Teacher Association is constituted annually at the onset of academic session as per regulation of Punjab Government.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
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.

College has a well defined hierarchical organisation framework to help the institution work towards set targets and ensure effortless functioning.

- College follows service rules, conduct rules and procedure under DPI Colleges, UGC and GNDU Amritsar.
- The principal, Staff Council, and IQAC supervise the academic departments, cells/ committee and offices.
- A total of 20 academic departments (16 UG ,3 PG and one diploma course) are overseen by respective HODs vis-a-vis allocation of time table, discussion of departmental activities/ seminars/ workshops /division of syllabi / planner for cultural and literary activities.
- College library which has 35,928 books, subscribes 12 newspapers and a number of magazines, is fully automated with E-Searching facility. It is fully air conditioned and has two spacious reading halls.
- Interdepartmental Societies, Cells for Grievance and Issues (Women Sexual Harrassment Redresssal Committee, Anti- Ragging cell,Disability Grievance Redresssal Cell, Students Grievance Redressal Cell), College functioning committees, District Nodal Buddy Programmes, Extension and outreach programmes(NCC, NSS, Red Cross Cell, Swachh Bharat Abhiyan Celletc. work in harmony and accord. Support Societies (Student Welfare Cell, Library , Botanical Garden, Press Cell ,UGC - IQAC cell, Alumni cell) provide a strong support mechanism to faculty and students.
- Non teaching staff, headed by the Principal, includes administrative personnel (dealing with Establishment , Examination, Fees , Accounts and Employee Records) , Senior and Junior Lecture Assistants, Lab Attendants and class IV Staff. Theyensure coherent and harmonious co-ordination with the students and teaching bodies.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance

A. All of the above

and Accounts Student Admission and Support Examination

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	No File Uploaded

6.3 - Faculty Empowerment Strategies

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

The Institution vigilantly attends to the beneficial needs of teaching and non teaching employees to keep the work force physically and mentally contended. Financial Benefits:

- Group Insurance Schemes.
- Provision of Employee's Provident Fund.
- Encashment of Earned leave on superannuation.
- Gratuity.
- Medi Claim Health Services for an employee and his/her family.
- Full paid Maternity Leave of 180 days for the Staff Members.
- Facility of refundable and non-refundable loan for the employees from GPF account.

General Facilities:

- Provision of various leaves (Casual Leave, Earned Leave,Medical Leave and Maternity Leave for female staff).
- Free parking facility for two wheelers and four wheelers inside the Campus.
- Fitness Zone and Gym.
- Canteen Facility.
- Fully Wi-Fi Campus.
- Well furnished Staff Room and Departmental Rooms.
- Provision to apply for Study Leave for Research under Government Scheme.
- Well equipped Labs with instruments available for Practical Subjects.

Covid Pandemic Facilities:

- Work from home/Online Classes.
- Sanitisation of Classrooms.
- Provision of Hand Sanitisation Dispenses.
- Paid Quarantine Leaves to COVID affected employees.

File Description	Documents
Paste link for additional information	Nil
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

Nil

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

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

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

00

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

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

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

03

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	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

The institute follows a well planned appraisal system for the faculty both teaching and non- teaching faculty ,structured by the government itself. Appraisal is prominently done on the basis of feedback received from the students as well as forms filled by the

faculty. The faculty fills up a self appraisal form based on PBAS as per UGC guidelines at the beginning of the session and submit it to the co-ordinator IQAC. The appointment of the staff members as contractual, part time and guest faculty is done according to the norms of DPI (colleges). Their performance is continuously monitored by the Principal. Before the execution of a lecture, each staff member is equipped with his/ her lesson plan. Regular class tests are conducted to evaluate students performance. The service book of permanent faculty are updated from time to time as per the requirement of DPI (colleges). Also, the performance of the faculty both teaching and non teaching faculty is verified and validated upon the set parameters such as teaching - learning evaluation, professional development, co-curricular and extension activities and their research and academic contribution Faculty members are encouraged to attend FDPs , various Academic Courses, Conferences, Workshops and Seminars to upgrade their skills and knowledge,

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

6.4 - Financial Management and Resource Mobilization

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

The institution conducts both internal and external audit regularly to ensure total transparency in financial matters. The Punjab Government's financial rules are properly implemented in financial transactions of the institution. External financial audit is conducted by the Auditor of the Government. The purchase bills that come under internal financial audit are thoroughly checked by college bursar and quotations are invited from the open market. These bills include expenditure on various events of Youth Festival, honorarium to the experts or resource persons invited for various extension lectures, expenditure on college property and on science department practicals and lab equipments etc. Internal sources of finance include fees and funds from student PTA fund, fund and from self finance courses and donations. The institution receives external funds from various sources such as UGC, guest faculty funds for their salary, scholarship funds for students , RUSA equity grant etc This financial year grants have

been received from Rashtriya Uchchatar Shiksha Abhiyan, under infrastructure component and equity component. These grants have been used for the developmental aspects of institute such as construction of seminar cum conference hall, purchasing of library books etc. Utilisation of funds received from various agencies are audited by the auditors appointed by the Government on the completion of ongoing project or grant and then utilization certificate is submitted to the concerned higher authority on regular basis. The institution has meticulously adopted a transparent system for mobilising funds from different funding agencies.

File Description	Documents
Paste link for additional information	Nil
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)

Nil

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

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

The Institution prepares a centralised Annual Budgetary plan in the beginning of the session that is thoroughly discussed and presented in IQAC meetings for timely salary payments, maintenance work required for college building, maintenance of the teaching aids, other teaching material and laboratory equipments. The Institution receives salary grant from DPI colleges, Punjab. Guest faculty posts and their record is maintained throughout the session. Incharge of Scholarship Committee keeps record of the

scholarship of the students. The contribution of Alumni Association called OSA to the college is mobilised by the Incharge / Secretary. Time to time OSA meetings are held. The members of association have contributed big deal for the developmental aspects of the college. Regular External Financial Audit is done on the funds received through various agencies. The Institution maintains a Wi-Fi equipped campus for its staff members which enables them to use IT tools. Further College campus is regularly used for various government competitive exams.

File Description	Documents
Paste link for additional information	Nil
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

The IQAC is a Nodal agency of the Institution and plays a significant role in maintaining and enhancing the quality parameters of the Institution. It conducts regular meetings for the institutionalising of quality assurance strategies and skill development of both the faculty and the students. Career counselling activities have been strengthened in the college and various Departmental Societies have been working for the enhancement of the students. Social services like blood donation camps and NSS programme concerning drug addiction, legal literacy, Swachh Bharat etc have been promoted. The grants received from RUSA and equity component have been used wisely for the constructional changes of the institute and for library books and furniture. The institution has started various Skill Oriented Certificate and Diploma courses under Jagat Guru Nanak Dev State Open University, Patiala and a total of 124 students have been registered. Teams of various teachers have been set to the nearby catchment areas in various Government and private senior secondary schools to increase the enrolment of the students during the session 2021-22. The Annual Sports Meet and Annual Prize Distribution held in the college premises, were excel to motivate the students to excel in academic, sports and cultural activities. Under the guidance of Department of Higher Education (Punjab), College organised "Alumni Meet" of old students of the college, who are working as school teachers in the catchment area. Its aim was to increase enrolment of the students in the institution.

File Description	Documents
Paste link for additional information	http://www.gckpt.com/IQAC%202021-22.html
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

The teaching - learning process, structure and methodologies of operations and learning outcome at periodic intervals through IQAC have been reviewed and steps have been taken to enhance the teaching learning methodologies. To accomplish the academic goals the faculty is encouraged to attend Refresher Courses, Orientation Faculty Development Programs and Seminars. Various lectures and seminars are organised in the college itself.

- For first year students of all the streams an orientation lecture is organised to make them familiar with the surroundings of the Institution.
- The learning outcome are duly checked by the examination committee and results of both MST and university are compiled for the assessment of various departments
- The weak students are given special attention and extra classes are conducted for them and brilliant students are encouraged to enhance their capabilities.
- The incremental improvement is thoroughly checked by the department heads and further the staff is encouraged to perform their respective part in the Institution overall development.

File Description	Documents
Paste link for additional information	Nil
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)

D. Any 1 of the above

Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	http://www.gckpt.com/igac/Annual%20Report%202022.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The ultimate objective of our organisation is gender equity. In the past five years, there has been a focus on sensitization with the specific goal of educating girls, women, and society about the declining sex ratio of 896 females for every 1000 males (2011 census); sensitization regarding female health issues like period hygiene; legal rights related to women's ownership of parental property; rights of women related to sexual harassment at work; entrepreneurship and financial independence of women; and celebration of days related to women. The institution's top priority is the girls' safety and protection. On the campus, including entry and exit points, there are a total of 32 security cameras operating around-the-clock. Entry and exit locations have security personnel on duty around-the-clock. Daytime policewoman patrols in the community. Festival of Lohri was celebrated in January 2022 on the theme "beti bachao beti padhao". On 8 March 2022 "International Women's Day" was celebrated, which embarks the achievements of women and stresses upon gender equality.

File Description	Documents
Annual gender sensitization action plan	Nil
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	Nil

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	No File Uploaded

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

Solid waste management

There are two vermicomposting pits here. These are used to compost yard waste and leaves. The college's plants use the compost created in this way. The institution has taken part in several Clean City Green City and Swachh Bharat programmes.

Hazardous Chemicals

Few green experiments have been included in the curriculum at the affiliating institution, GNDU. However, the college has developed micro qualitative analysis for UG classes. the experiment(s) carried out in chemistry laboratories with adequate supervision.

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

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

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: B. Any 3 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	No File Uploaded

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the D. Any 1 of the above

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
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.

B. Any 3 of the above

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

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	No File Uploaded

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).

Grounded on merit the admission policy of the council is

transparent and fair. The economically weaker scholars get ample occasion to apply for the education schemes offered by the council and individualities. Earn while you learn is another scheme to allow the scholars to earn while they're studying. Peer mentoring is encouraged between slow learners and advanced learners by giving group tasks. The terrain in the council is inclusive as the institution celebrates artistic diversity of the scholars by celebrating all the major carnivals in the council lot. The council sports day, all carnivals, days of National and International significance are done with great enthusiasm. Our artistic heritage is rich as besides conducting training to the scholars in Punjabi cotillion and music, they also get trained which can be seen at our periodic functions. We're in a region where scholars from different artistic and collaborative backgrounds got admission. The sanctioned language is Punjabi, Hindi and English, but scholars are free to converse amongst themselves in their indigenous languages as well. Tutoring is also multilingual. In Government action of "Ek Bharat Shreshtha Bharat" the council espoused the culture of Andhra Pradesh.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

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

The group takes upon the obligation of teaching Staff and the Students approximately the constitutional obligations, values, rights, responsibilities and duties of citizens. Voter's Day is celebrated every year to make the students and people aware about their exclusive right to vote. With collaboration to Ncc and Nss various awareness campaigns are conducted and teams of the students go house to house to spread awareness. The institution additionally organises SVEEP programs in collaboration with the district administration. Our college students actively participate in the campaigns , to encourage ladies to exercise their right to vote. The personnel and school carry out election responsibilities. The college has energetic teachers and non-teaching staff and time to time they exercise their right and make

their demands in front of the authority. The college has an energetic Legal Literacy Cell. It also celebrates the Colours of Democracy with the aid of using organizing an attention marketing campaign on Voter's day. A replica of the charter of India is positioned in the Library, and the Preamble, the Fundamental Rights and the Fundamental Duties are displayed in the library. Every formal characteristic of the university ends with the National Anthem. Employees and college students additionally take part in the programmes released by Government of India to our National Identity and Integrity. All the dates and days are marked at the annual planner that the institution palms out to all of the college students.

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

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

C. Any 2 of the above

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

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

The institution has kept the uniqueness of giving the best of the values and ethics as per the conventions and we are committed to celebrate national, international and social days (events) which promotes Indian as well as whole world's culture and moral values. The major festivals of all religions are celebrated. These celebrations help students to imbibe knowledge as well as spirit of unity without compromising their lecture hours. National days like National Voters Day, Republic Day, Independence Day, National Science Day, Gandhi Jayanti, Rashtriya Ekta Diwas, Thalesimia Day, Women's Day, Teachers Day, National Mother Tongue Day, etc. Likewise some eminent personalities's birth anniversaries are commemorated as Shaheed Bhagat Singh, Dr. B. R Ambedkar, Mahatma Gandhi, etc. On National Solidarity Day Rallies are organised. Days like World Soil Day, World Environment Day, World Yoga Day etc. are celebrated in college campus enthusiastically by the students and staff members.

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

7.2 - Best Practices

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

PRACTICE 1- ALL-ROUND DEVELOPMENT OF A STUDENT'S PERSONALITY

GOAL

- Education inclusion
- Student centric teaching practice
- Multifaceted development of students

CONTEXT

- Diligent teaching methods

- Inculcating preservation and enhancement of cultural values
- Promoting sports and fitness activities.

PRACTICE

- Theoretical, visual, written and multimodal teaching learning process
- Multitude of ventures carried out by NSS and NCC wings and interdepartmental societies.

PROBLEMS

- Lack of funds and short teaching available during semester teaching

PRACTICE -2: ENVIRONMENT SUSTAINABILITY

GOAL

- The endeavor of college to educate the students towards environment sustainability to produce a youth which is aware of, concerned about and has enthusiasm to deal with environment issues.
- Identify sustainability opportunities and issues and make recommendation for changes
- Increase the campus-wide environmental awareness
- Co-ordinate current and future sustainability efforts.

CONTEXT

- The faculty and students are facilitated to conduct studies and formulate plans pertaining to environment related pursuits adventures. The magnificent, natural and serene environment of the college itself allures N.J.S.A. family to adopt a teaching methodology promoting environment viability.

PRACTICES

- Plantation Drive
- Restructuring of vermicomposting unit
- Solid Waste Management
- Rainwater Harvesting System
- Campus Beautification Committee
- Environmental studies is a compulsory subject for students

of UG classes

PROBLEMS

- Fragmentation of environmental themes in subject curricula, inadequate instruction material and lack of provision of proper environment handling guidelines are the challenges provided during this practice.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

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

Cultural activities bring people together create social solidarity and cohesion, foster social inclusion, promote community empowerment, enhance civic pride and fill the individuals with reverence for our country's rich heritage. Culture is indeed a glue that binds the people from different arenas together in harmony. The college endeavors to promote state as well as national culture by arranging large number of activities pertaining to conserve, maintain, foster appreciation of cultural legacy and create awareness about diverse culture in the present day youth. Following ventures portray the exemplary performance of the college viz-a-viz cultural aspects:

- In Zonal Youth Festival organised by GNDU, Amritsar from 29.10.2021 to 31.10.2021, N.J.S.A Government College Kapurthala's students lifted Overall Trophy with their brilliant performance in the festival. The students secured first position in On the Spot Painting, Clay Modelling, Folk

Orchestra, Folk Song, Geet Ghazal and Rangoli, second and 3rd position in Cartooning, Phulkari, Poster Making, Kavishari, Tabla Vadan, Debate and Luddi.

- On 27.04.2022 students participated in Inter College cultural Competitionsorganised by Kanya Maha Vidyalaya, Jalandhar under theme 'Annual Mega Event KMV's IT Euphoria (KITE 2022) in which our students earned eulogy.
- On 05.05.2022 Inter College Competitions in Literature such as 'Literary Characters Come Alive, Literary Quiz, Calligraphy and Portrait Making', organised by Kanya Maha Vidyalaya, Jalandhar under theme 'Litmania-2022' Harleen Kaur received consolation prize in Portrait Making Competition.
- Celebration of Lohri, Teej and other festivals related to languages in the campus reflect institution's cultural attributes.

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

For the implementation of effective curriculum delivery, different committees have been formed under transparent mechanism.

(a) Academic Calendar

- Academic calendar is prepared and uploaded on the website that reads the schedule and co-curricular activities to be conducted during the year under IQAC guidelines.
- The time table incharge prepares the timetable after receiving the allocation and workload by heads of various departments.
- Some faculty members of the college are also part of University Board of Studies and they contribute significantly for the course amendments and preparation of syllabus of university
- Mid semester tests are conducted to check the performance of the students and to prepare them for final university examinations.

(b) Teaching Plan and Teaching Aids

- Teachers plan their own teaching schedule and lesson plan and pastes a copy of it in their respective attendance registers.
- Theory and practical classes have been conducted through online and physical mode as well.
- Teaching is enhanced with the help of working models and charts.
- For experiential learning, students go for excursions, industrial visits and field visits.
- Online Quizzes and written tests are also conducted.
- Online lectures also have been delivered by some college faculty members that are saved on YouTube platform. The link for the same is provided to the students.
- The faculty members also attend Orientation courses and Workshops to update their knowledge of the subject
- Feedback is collected from Parents, Teachers, Students

and Alumni as per NAAC guidelines and feedback is analysed. The grievances received are resolved at the earliest.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.gckpt.com/IOAC%202021-22.html

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

- The college follows the academic calendar of the affiliating university for examination, assessment and evaluation, the details of which are provided to the students at the college website with links to the university website and is also published in the Prospectus .
- House tests are conducted every year, both theory and practicals in which university paper pattern is followed so that students are able to prepare themselves for final university exams.
- Course wise assignments and project works are given to the students .They participate in various Online Projects like Quiz based on their prescribed syllabus, class tests, Declamation and Slogan/Poster making etc. Science students submitted their E- Practical files in Botany subject and also submitted their projects through PowerPoint Presentation for their continuous evaluation on regular basis.
- Final semester exams conducted by GNDU, question papers sets are maintained and opened under strict secrecy and exams are conducted under the surveillance of university experts appointed from other institutions.
- Under the scrutiny of the external examiner appointed by the university, Final practical examinations are conducted.
- Answer sheets have been evaluated strictly through table marking internally in one semester due to online examination.
- The institution always strives to resolve examination related grievances of students like errors in marks or correction in marks. Grievances related to question paper

queries are also discussed in the class.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.gckpt.com/igac/Academic%20Calendar%202021-22.pdf

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

B. Any 3 of the above

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

1.2 - Academic Flexibility

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

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

00

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)	No File Uploaded

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

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

06

File Description	Documents
Any additional information	No File Uploaded
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

101

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

The curriculum is designed by the GNDU to which the college adheres. The syllabi of some courses deals with issues like Gender, Human Values, Environment and Sustainability in various subjects.

Along with the programmes offered by the university, the

college also organizes Seminars, lectures and other co-curricular activities that endeavor to integrate the crosscutting issues relevant to the above mentioned aspects

Gender sensitivity

- Anti -Ragging Cell intends to prevent any sexual abuse towards female students.
- Girl Students are regularly sensitized by organizing talks on health like menstrual hygiene. Sanitary Napkin Vending Machine is also available.

Environment and Sustainibility

- The college makes persistent efforts to maintain good water quality, air quality by planting good number of saplings every year.
- Students and teachers are directed to switch off lights and fans before leaving the classes.
- A compulsory core course on Environment studies and drug abuse are included in all UG programs.
- Every year Environment Day, Earth Day, No Plastic Day, World water Day are celebrated in collaboration with NSS and NCC unit of the college.
- Swachh Bharat Abhiyan is conducted in the college by indulging the students in cleanliness work and to awaken and stir their consciousness towards responsibility to environment.

Human Values and Ethics

For health consciousness, a compulsory core course, Drug Abuse is included in all UG programs which guides the students to keep at bay from drugs.

Professional Ethics

Professional ethics is core of all teaching and learning activity. Professional ethics is a part of curriculum of Commerce.

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

5

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	No File Uploaded
Institutional Data in Prescribed Format	No File Uploaded

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

343

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

B. Any 3 of the above

**syllabus and its transaction at the institution from the following stakeholders
Students Teachers Employers Alumni**

File Description	Documents
URL for stakeholder feedback report	http://www.gckpt.com/igac/Student%20Satisfaction%20Survey%202021-22.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	View File

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

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://www.gckpt.com/igac/Student%20Satisfaction%20Survey%202021-22.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

603

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

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

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

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

2.2 - Catering to Student Diversity

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

- During admission, the counseling desk offers psychometric testing facility for assessment of student's intelligence, aptitude, interest and personality.
- Class room interactions, mentor-mentee interface, and tests are the key methods of monitoring learning levels of the students. Regular class tests have been conducted by each department to identify slow and the advance learners.
- Advanced learners are paid special attention for performing exceptionally well in university examination. They are also encouraged to attend workshops and other competitions conducted in college and other institutions. They are also enrolled in competitive examination guidance classes, and their output is noticeable by increase in number of students qualifying various

Competitive exams

- Slow Learners are constantly and strategically motivated in mentoring sessions for working hard for procuring good results. Remedial classes are arranged for weak students by the faculty members in their free lectures. Weak students are also given assignments and project work for their practice.
- Study material and notes have been provided to the students in the form of Pdf's and website links to their whatsapp groups to keep them updated.
- Some faculty members save their lectures on YouTube platform. The link for the same is provided to the students.
- Seminars are organized on the topics related to the prescribed syllabus. Extension lectures on different

topics are arranged to provide quality education to the students.

- More emphasis is given on practicals and students are acquainted with practical knowledge.

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

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

Number of Students	Number of Teachers
1122	33

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

Vivid activities and camps are organized which induces social responsibility and harmony between the students and volunteers. They learn art of living with solidarity and compassion. These activities also enhance their decision making power by boosting their Confidence.

Some faculty members have used YOUTUBE platform to save their lectures and made it available for students, to make their teaching-learning process well advanced.

Participative and Experiential Learning

- Team spirit is promoted in the students to help them participate in team events in various activities as in Inter- College Competitions, Youth Festival organized at Zonal Level, Sports Meet etc.
- Classroom teaching is enhanced with sufficient experiential exposure to the real world. The college has adopted amalgamated approach by integrating conventional teaching with technologically advanced methods. Field

trips, educational excursions, industrial visits, projects, internships, seminars, are organized to facilitate experiential learning. Some programs have experiential learning component in their curriculum.

- Seminars are conducted by the PG Classes in which students learn the art of teaching and they gain confidence in their future prospects.

Problem Solving Methodologies

- Tutorial lectures are taken to resolve the grievances of the students in which students discuss their problems freely to their respective teachers.
- Proctorials are arranged to avoid any kind of misbehaviour inside the college campus and for maintaining discipline in the college.
- Anti -Ragging Cell works hard to be available everytime for students help and functions to prevent any sexual harassment towards students.
- Remedial classes are also conducted for the slow learners.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

- The college provides wide range of educational services to deliver knowledge to the students by using a variety of approaches, for example, the college has the provision of ICT enabled classrooms and 10 smart classrooms, 08 LCD Projectors, digitalized library, which foster interest and encourage inquisitiveness among students thus making teaching effective and teaching learning process more fulfilling by building the learner-centric environment
- Recognizing the dynamic role of ICT in effective teaching learning process and expansion of educational

opportunities, the college uses a diverse set of ICT tools to communicate, create, circulate and manage information.

- During the final exams, lab practicals are conducted through virtual mode i.e. ZOOM and Google Meet that way students experienced new method with interest in their learning processes.
- As some classes are enabled with smart boards, the literature students are made available with movies of their respective course fictions and shown in the classes to create interest regarding literature among students.
- During the pandemic to conduct online quiz, webinars and various online competitions teachers created brochures, Google forms and PPT's YOUTUBE platform to save their lectures and made it available for students, to make their teaching-learning process well advanced.
- Due to Corona crisis, online mode of examination was adapted to ensure effective working of virtual process. Teachers were also given training so that they could check the answer sheets digitally. Problems of students concerning online exams were also resolved.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

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

33

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
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

33

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	No File Uploaded

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

06

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

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

2.4.3.1 - Total experience of full-time teachers

529 Years 4 months

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

2.5 - Evaluation Process and Reforms

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

As per the guidelines issued by the GNDU, college maintains a well structured and an explicit internal assessment system that is transparent and steadfast.

- According to the academic calendar schedule, internal assessment of students is conducted, eventually students take part in various curricular and extra curricular activities which adds to their overall personality development
- Students are evaluated through project work, class tests, unit tests (MST), assignment as in PPT's, regularity in lab, their practical performance and punctuality, seminars, etc. that improves their potential, which is essential to face the global challenges.
- During the time of COVID, practical examinations were conducted through virtual mode in odd semester and students participated in various activities did their practical projects from home such as tree plantation, various practical experiments and submitted E- Practical Files.
- Students also take part in various online and offline competitions such as, Quizz, Poster Making, Sketch Making, Slogan Writing, Declamation, Poetry Recitation, and Debate, Paper Reading etc., which helps to enhance their capabilities.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

- The Principal appoints Examination Registrar whom monitors to maximize efficiency and transparency in examination related grievances.
- The examination schedule of regular and reappear students is communicated by displaying datesheet on college website, notice board and circulation through WhatsApp groups by the teachers.

Grievances related to Mid Semester Test

- During the MST after evaluating the answer sheets, question papers are discussed in the classroom as well as students also see their respective answer sheets for their contentment.
- In Mid Semester examination students with grievance of attendance, medical issues etc. are dealt immediately. .
- Mock-Practical is also conducted to prepare them for their final exams.
- There is a facility of suggestion box in the college premises to put into complaints and suggestions regarding the grievances of students.

Grievances related to University examination

- The process regarding final exam is steadfast, transparent and efficient. The principal himself with examination team keeps an eye on the whole process of examination.
- Grievances related to the University Examination are taken on priority basis and within the time limit are sent to the concerned university authority.
- The college follows the guidelines and policies declared by GNDU in terms of any grievance related to exams.
- The grievance related to setting of the question paper and any discrepancy of incorrect marks or late results, the college takes immediate action and is informed to Controller of Examination, GNDU, Amritsar.
- Final university exams have been conducted through online and offline mode under CCTV surveillance and discrepancies regarding the question papers and answer sheets were rectified.

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

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.

The institute offers both UG/PG courses. The IQAC of the college in its meetings, plans and follows systematic strategy for the success of the program outcomes. Direct evaluation is done on the basis of performance of the students in midsemester tests conducted by the institution and final semester examinations conducted by the parent university. CO attainment is judged through the projects, practicals, seminars and viva-voce examination. Routine evaluation is done by regular tests in the classroom. All the tests conducted in the classrooms or on college level, follow the same pattern prescribed by the parent university. This way students get prepared for the final examination and perform better. CO attainment in terms of creative thinking of the students is evaluated by PPTs, project files, seminar files with original ideas. Indirect attainment is evaluated through exit survey methodology. A qualitative evaluation is done on the attainment of COs for the courses by the faculty after course completion. The observations are reported to IQAC and discussed for the future actions.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://www.gckpt.com/Courses%20Outcomes.html
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 institute offers both UG/PG courses. The attainment of program outcomes and course outcomes mechanism is well

structured and efficient which is achieved through Class Tests, Mid Semester and University Examinations, Tutorials, Seminars, Viva Voce, Assignments, etc. Routine evaluation is done by tests in class room. In terms of analytical and creative thinking of students their assessment is carried out by various competitions. The way of evaluation is Exit Class Survey by getting Feedback from them.

- Every year students pass out from the students and pursue PG courses in their respective fields and also appear in competitive exams CA, Bank PO,SSC, UPSC, PPSC, UGC NET.
- Students also develop entrepreneurship skills and are successfully contributing in the operation of Business. Their knowledge of basic skills like analysis of Economic Problems, Accounting, Marketing and Finance helps them in different subject related professions.
- Students gather knowledge about the inheritance and tradition of their own country as well as world. The students develop intellectual, personal and professional abilities through effective communicative skills ensuring high standard of behavioral attitude and ethical values.
- In this advanced and Modern IT world computer knowledge is necessary for everyone. So computer courses are beneficial for students. The students join as technical trainees and computer operators and other such jobs and become software developers and handle technological challenges.
- Science students learn various fundamentals of Science Education. They built up progressive and successful career in Academics and Industry. They develop sense of Scientific Responsibilities, Social and Environment Awareness.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.gckpt.com/courses_available.html

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

298

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	No File Uploaded
Paste link for the annual report	Nil

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)

<http://www.gckpt.com/igac/Student%20Satisfaction%20Survey%202021-22.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)

nil

File Description	Documents
Any additional information	View File
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

00

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

00

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

3.2 - Innovation Ecosystem

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

- Majority of the students in our college comes from the deprived section of our society. The college provides them with well equipped computer labs which caters to update their skills in computer education. This helps them to avail the current knowledge and use of technology.
- Job Melas are organized at the district and state level by the government of Punjab. Students of our college enroll there. Students get motivation to participate in various competitive exams by listening to extension lectures delivered by the eminent personalities which helps them to procure jobs.
- Science teachers and students collaboratively made a

vermicomposting pit of the botanical garden to produce eco friendly compost by decomposition process. This compost is used to grow flora in the college. Hence preventing soil pollution as well.

- Rain water harvesting system is there in our college which helps to conserve and replenish water under the earth and also avoids flooding during the rainy season.
- Solar radiations are free of cost and can be utilize to produce electricity in this region due to suitable geographic, temporal and atmosphere variables during most of the year. A survey was conducted and roofs of physics theatre found as most suitable for deployment of solar Panels due to good solar insolation. After completing all the essential formalities, a system with 1.25 kW capacity was installed that resulted in the reduction in the electricity bill of the college. Moreover college has deployed CFL tubes instead of electric bulbs to save electricity.

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

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

00

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

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

00

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	No File Uploaded
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

03

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

3

File Description	Documents
Any additional information	No File Uploaded
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

Youth of Punjab is heading towards drugs now days, as a result of which many lives are at stakes. The young generations need to be counseled regularly so that they would know the outcome of intake of narcotics. There are different programmes run by the government of Punjab in which students are persistently guided and made aware about the drugs.

- DAPO, BUDDY, etc. are such programmes where the volunteer teachers and students are bringing positive changes among the students . These groups are continuously monitored and counseled to spread awareness among the students and the people where they are living.
- Mission Tandarust Punjab is another programme in which education and awareness related to the health is imparted to students.
- SVEEP programme is run by the government of India through this teachers of our college counsel with the students regarding voting system. They also aware them to make their voter card and guide them to cast their vote and choose the right representatives.
- NSS, NCC, Red Ribbon Club are programmes which are in working at state and national level.
- Other than these college also celebrates 'Swatcha Pakhwada' , 'Poshan Pakhwada' 'Van Mahotsav', 'Ek Bharat Shreshtah Bharat', 'No Burning of Straws', 'Plastic Waste Management' and 'National Road safety'

'National Constitution Day', 'Awareness against Drug Addiction', 'National Unity Day'

File Description	Documents
Paste link for additional information	http://www.gckpt.com/IQAC%202021-22.html
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

3

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
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

64

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

780

File Description	Documents
Report of the event	No File Uploaded
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	
0	
File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	No File Uploaded
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	
00	
File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded
INFRASTRUCTURE AND LEARNING RESOURCES	
4.1 - Physical Facilities	
4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.	
The NJSA Govt College Kapurthala campus covers an area of ??33 acres, covering an area of ??7408.17 square meters. The college is connected to the railway station and the train and bus	

stations are only 1.7 km and 1.2 km apart. Preservation In order to maintain the goal of a sustainable ecological environment, the college has even preserved the Peepal on campus which is over 150 years old. Administration building, science block, library building, U block, Commerce block, common room for students, lounge for student, Separated Canteens for Boys & Girls, Botanical Garden, lush gardens, green lawns covering the campus, scooter and parking lot. The study rooms in the study spaces are well ventilated and well lit. All laboratories are well lit. All laboratories are equipped with the latest equipment and have adequate seating capacity for practices. The buildings have 37 classrooms, two lecture halls and 11 well-equipped laboratories. Total 21 ICT empowerment including smart classrooms and seminar rooms. The library has an open shelving system with 38535 books, an AC reading room partially maintained with E-Granthalaya software version 3.0. There are 69 computers, 7 printers and scanners, equipped with scanners, Wi-Fi facilities with 100 Mbps bandwidth, etc Make possible the teaching and learning of ICT. ICT enabled 24/7 surveillance of the campus with 32 CCTV cameras.

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

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

Cultural events - The centre of cultural events of the institution is the amphitheatre, where all the most important events take place. At the Zonal Youth Festival organized by GNDU Amritsar from 29-10-2021 to 31-10-2021, College students won the Overall Champion Trophy for their outstanding performance at the festival. The students won first prizes in Painting, Clay Sculpture, Ethnic Band, Folk Song, Geet Gazal and Rangoli. By doing so, they got 2nd and 3rd place in Cartoon Art, Phulkari, Poster Making, Kavishri, Tabla Vadan and Luddi.

Sports - This academy is an institution without equal in the field of sport, because the academy offers the best infrastructures as well as excellent sports supervision according to the situation. The sprawling playing field

includes a 400m athletics track for athletics, cricket, volleyball, kabaddi, basketball, parade ground, yoga, taekwondo and karate. For the well-being of students and faculty, a gymnasium has also been established on the college campus, which includes a valuable treadmill, multi-exercise machine, dumbbells and weight plates for a variety of exercises. The college athletes participated in an inter-school event organized by GNDU University do better in various sports i.e. Freestyle wrestling, athletics, cricket team, karate and taekwondo competitions.

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

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

19

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

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)

50,77,121/-

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)	No File Uploaded

4.2 - Library as a Learning Resource

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

Libraries are the foundation of any successful institution. The College's 'S. Suchet Singh Library' recognizes the value of a well-equipped library to student and College growth and is one of the richest libraries in the region, boasting an open shelving system with a collection of 38,535 volumes and over 500 rare titles and AC reading room e-granthaya (partial) version 3.0 provides easy online access to library books.

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

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

E. None of the above

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

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

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

27,080/-

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

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

100

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

4.3 - IT Infrastructure

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

The college has a total of 69 computers, 19 ICT computer rooms, 7 printers and scanners, 3 printers and copiers, 10 printers and 3 scanners, making teaching and learning based on ICT. As the campus is large and extensive, 24/7 surveillance using 32 CCTV cameras is essential not only for security reasons but also to facilitate a proper teaching and learning system. The College also maintains its "College Website" which is updated from time to time.

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

4.3.2 - Number of Computers

69

File Description	Documents
Upload any additional information	View File
List of Computers	No File Uploaded

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	No File Uploaded

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)

2,44,018/-

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)	No File Uploaded

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.

The Faculty has a Maintenance Committee, which includes people from academic and non-academic departments, and is headed by the Director. The Science fund, the sports fund, the

Amalgamated fund, Annual fund, Health fund etc. are collected as part of the fee structure. The allocation and use of funds is done in accordance with the financial rules of Punjab and guidelines issued by higher authorities. The college has 09 laboratories, under the supervision of experts, regularly imparting practical knowledge in accordance with the university program. The Faculty has set up computer labs with funding from UGC and its own resources. A minimum of three books is issued to students for a period of 15 days with renewal facilities. The library building consists of new fully furnished and air-conditioned "reading room". The college has a 400-meter running track, three sports courts, a basketball court, and a gymnasium to promote the health and well-being of its students as well as faculty. Regularly supervise the cleaning and maintenance of the classroom. Projectors and smart classroom systems are operating normally and necessary repairs are being made from time to time. The cleanliness of classrooms, gymnasiums, laboratories, restrooms and other areas of campus is supervised by experienced teachers. The services of plumbers, carpenters, electricians, masons and computer specialists are often called upon to ensure the maintenance of classrooms and other infrastructures.

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

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

415

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

00

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	http://www.gckpt.com/igac/Skills%20Enhancement%20Initiatives.pdf
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

560

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

560

File Description	Documents
Any additional information	View File
Number of students benefitted 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	No File Uploaded
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

00

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	No File Uploaded

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

5.2.2.1 - Number of outgoing student progression to higher education

33

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

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

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

00

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	No File Uploaded

5.3 - Student Participation and Activities

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

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

05

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	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)

Students are part and parcel of the institution. Whatever the College is or is doing, it is for the development of overall personality of the students. So, for the purpose of sharing assigning duties and responsibilities with the students, they are made members of different Committees, Societies and Associations in the College. Two representatives of students are nominated as members of College Internal Quality Assurance Cell (IQAC). They are invited to attend IQAC meetings and are encouraged to have the views of the student community as a whole. To create interest of students in co-curricular activities and for harmonious development of students, various departmental Societies/Associations are established and these are managed by students themselves under the guidance of teachers. At present, departmental Societies/Associations include:- Punjabi Sahit Sabha, History Association, Science and Environment Society, Commerce Forum, Planning Forum, Mathematical Society, Music Society, English Literary Society, Political Science Association, Philosophy Society etc are working on self-finance basis. These societies organise Trips,

Cultural programmes, Essay writing competition, Poster making, Extension lectures etc. These responsibilities help the students to be future leaders, give them a certain boost by learning confidence, team work spirit, self-presentation, time management and other kinds of skills.

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

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

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

63

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

- The College has registered Alumni Association namely 'Old Students Association' (OSA). It is managed through executive Committee of old students.
- One alumni member is appointed as President of the Association.
- Association has its own bank account and donations from students are received in this account. This account is jointly operated by Principal of the College and Secretary of the Association.

- Executive Committee meetings are called from time to time and discuss the work to be done in the college.
- Beautification work of One 'Old Students Association (OSA) Park' in the college is sponsored by OSA. Association has hired one gardener for this purpose and his salary is paid from its own fund.
- On 12.03.2022 an "Alumni Meet" was organised by the college under the leadership of Principal Dr. T.R Basra in which old students of the college, who are teachers/principals in their respective fields, graced the occasion with their presence.

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

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

File Description	Documents
Upload any additional information	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:- Vision of the institution is to perpetuate the philosophy of equipping and imparting quality education and skills to the students from varied socio-economic, regional and linguistic backgrounds. Principal as the authority delegates the functional officialdom to the HODs and convenors of various committees/ cells / offices; who work in unison to empower the students to attain academic excellence and emerge triumphant in the fields they opt for Academic brilliance is nurtured by adopting a radical, student centric teaching- learning pedagogy following a diligent curricular, so as to impart critical thinking expertise and analytical adeptness. Having transversed a journey that has crossed sesquicentennial milestone too, the institution envisions to stay distinctive and noticeable as an icon of preserved cultural heritage.

Mission :-The ever dynamic and progressive mission of NJSA college currently aligns with National Education Policy, that envisages fair minded and unprejudiced education for all that would enable the students to experience the global quality of education in their very own country, that too accessible and economical. Some special cells NSS, NCC, Disability Redressal Cell, Red Cross Committee, Women Sexual Harassment Redressal Committee, Swachh Bharat Abhiyan cell etc. function diligently to ensure the indoctrination of social obligation by organising 'Community Outreach Programmes' to cater to the needs of society. The institution is in the mission to bestow upon the students, a value oriented education in synchronisation with practical and theoretical academic aspects aiming for a flourishing and robust nation.

File Description	Documents
Paste link for additional information	http://www.gckpt.com/igac/Vision%20and%20Mission%20Statement.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.

All the academic / non academic affairs of college are enriched in decentralization and participative management. A process by which activities of an organization such as planning and decision making are delegated away from a central pillar i.e. decentralization is practiced at all levels. The policies framed by the Principal in confidence with the staff council aided by regular meetings are dispensed to the dedicated cells, committees and offices of the college at both teaching and non teaching levels. These cells deal with different areas such as Admission Rules, Conducting of Examination, Ensuring Discipline, Career Counselling and Guidance Activities, Society Commitment Pursuits, Scholarship Provisions, Dissemination of Financial Grants from various spheres, Youth and Women Empowerment endeavours and many other similar dimensional quests . This hierarchical autonomy motivates the committee members for more input, efficiency, group cohesiveness and better execution of duties. Institution takes pride in being one of the very few in Punjab to have used both online and offline resources for admission process, which has now become

more streamlined. IQAC and PTA committees which also include Students, Parents, College Alumni and Social Organisation Members besides College Teaching and Non teaching Staff; reflect the culture of participative management in the college. Thus the institution holds up an orderly assignment of authority throughout the levels of management

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Institution holds a headset strategy chalked out by synergic efforts of Institution Head and HOD's:

- Since India celebrated its 75th Independence Anniversary on August 15, 2022, Session 2021-22 has been dedicated to a number of activities related to 'Azadi Ka Amrit Mahotsav' so as to educate the students about sacrifices made to attain independence and evoke patriotic and nationalist emotions.
- Amidst the global scare of environmental issues, 'Go-Green' drive is on the trend. The college strategised to raise the curtain in such issues and promoted Eco-Friendly living by organising plantation drives, Extension Lectures, Cycle Rally and putting up Bannere to cut back on Resources Depletion and preserving Mother Earth for future generations. Environment related days were celebrated to generate wakefulness about environmental sustainability.
- The existing Vermicomposting Unit was reshaped and reconstructed in the Botanical Garden of the college, which involves the degradation of organic wastes by worms. Red worms were especially procured from 'Krishi Vigyan Kendra, Kapurthala'.
- COVID-19 wave caused disruptions to education system resulting in substantial losses and inequalities in learning. The college adopted reopening strategies to enable the students to return back to a supportive learning environment, taking all measures to address their safety, psycho-social wellbeing and mental health.

Emphasis was laid on capacity development pedagogies for remedial learning and digital / blended teaching approaches.

- Under the Principal as Chairperson, Parent Teacher Association is constituted annually at the onset of academic session as per regulation of Punjab Government.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
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.

College has a well defined hierarchical organisation framework to help the institution work towards set targets and ensure effortless functioning.

- College follows service rules, conduct rules and procedure under DPI Colleges, UGC and GNDU Amritsar.
- The principal, Staff Council, and IQAC supervise the academic departments, cells/ committee and offices.
- A total of 20 academic departments (16 UG ,3 PG and one diploma course) are overseen by respective HODs vis-a-vis allocation of time table, discussion of departmental activities/ seminars/ workshops /division of syllabi / planner for cultural and literary activities.
- College library which has 35,928 books, subscribes 12 newspapers and a number of magazines, is fully automated with E-Searching facility. It is fully air conditioned and has two spacious reading halls.
- Interdepartmental Societies, Cells for Grievance and Issues (Women Sexual Harrassment Redressal Committee, Anti- Ragging cell, Disability Grievance Redressal Cell, Students Grievance Redressal Cell), College functioning committees, District Nodal Buddy Programmes, Extension and outreach programmes(NCC, NSS, Red Cross Cell, Swachh Bharat Abhiyan Celletc. work in harmony and accord. Support Societies (Student Welfare Cell, Library , Botanical Garden, Press Cell ,UGC - IQAC cell, Alumni cell) provide a strong support mechanism to faculty and

students.

- Non teaching staff, headed by the Principal, includes administrative personnel (dealing with Establishment , Examination, Fees , Accounts and Employee Records) , Senior and Junior Lecture Assistants, Lab Attendants and class IV Staff. They ensure coherent and harmonious co-ordination with the students and teaching bodies.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	No File Uploaded

6.3 - Faculty Empowerment Strategies

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

The Institution vigilantly attends to the beneficial needs of teaching and non teaching employees to keep the work force physically and mentally contented. Financial Benefits:

- Group Insurance Schemes.
- Provision of Employee's Provident Fund.
- Encashment of Earned leave on superannuation.
- Gratuity.

- Medi Claim Health Services for an employee and his/her family.
- Full paid Maternity Leave of 180 days for the Staff Members.
- Facility of refundable and non-refundable loan for the employees from GPF account.

General Facilities:

- Provision of various leaves (Casual Leave, Earned Leave, Medical Leave and Maternity Leave for female staff).
- Free parking facility for two wheelers and four wheelers inside the Campus.
- Fitness Zone and Gym.
- Canteen Facility.
- Fully Wi-Fi Campus.
- Well furnished Staff Room and Departmental Rooms.
- Provision to apply for Study Leave for Research under Government Scheme.
- Well equipped Labs with instruments available for Practical Subjects.

Covid Pandemic Facilities:

- Work from home/Online Classes.
- Sanitisation of Classrooms.
- Provision of Hand Sanitisation Dispenses.
- Paid Quarantine Leaves to COVID affected employees.

File Description	Documents
Paste link for additional information	Nil
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

Nil

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

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

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

00

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

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

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

03

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	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

The institute follows a well planned appraisal system for the faculty both teaching and non- teaching faculty ,structured by the government itself. Appraisal is prominently done on the basis of feedback received from the students as well as forms filled by the faculty. The faculty fills up a self appraisal form based on PBAS as per UGC guidelines at the beginning of the session and submit it to the co-ordinator IQAC. The appointment of the staff members as contractual, part time and guest faculty is done according to the norms of DPI (colleges). Their performance is continuously monitored by the Principal. Before the execution of a lecture, each staff member is equipped with his/ her lesson plan. Regular class tests are conducted to evaluate students performance. The service book of permanent faculty are updated from time to time as per the requirement of DPI (colleges). Also, the performance of the faculty both teaching and non teaching faculty is verified and validated upon the set parameters such as teaching - learning evaluation, professional development, co-curricular and extension activities and their research and academic contribution Faculty members are encouraged to attend FDPs , various Academic Courses, Conferences, Workshops and Seminars to upgrade their skills and knowledge,

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

6.4 - Financial Management and Resource Mobilization

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

The institution conducts both internal and external audit regularly to ensure total transparency in financial matters. The Punjab Government's financial rules are properly implemented in financial transactions of the institution. External financial audit is conducted by the Auditor of the Government. The purchase bills that come under internal financial audit are thoroughly checked by college bursar and quotations are invited from the open market. These bills include expenditure on various events of Youth Festival, honorarium to the experts or resource persons invited for various extension lectures, expenditure on college property and on science department practicals and lab equipments etc. Internal sources of finance include fees and funds from student PTA fund, fund and from self finance courses and donations. The institution receives external funds from various sources such as UGC, guest faculty funds for their salary, scholarship funds for students , RUSA equity grant etc This financial year grants have been received from Rashtriya Uchchatar Shiksha Abhiyan, under infrastructure component and equity component. These grants have been used for the developmental aspects of institute such as construction of seminar cum conference hall, purchasing of library books etc. Utilisation of funds received from various agencies are audited by the auditors appointed by the Government on the completion of ongoing project or grant and then utilization certificate is submitted to the concerned higher authority on regular basis. The institution has meticulously adopted a transparent system for mobilising funds from different funding agencies.

File Description	Documents
Paste link for additional information	Nil
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)

Nil

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

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

The Institution prepares a centralised Annual Budgetary plan in the beginning of the session that is thoroughly discussed and presented in IQAC meetings for timely salary payments, maintenance work required for college building, maintenance of the teaching aids, other teaching material and laboratory equipments. The Institution receives salary grant from DPI colleges, Punjab. Guest faculty posts and their record is maintained throughout the session. Incharge of Scholarship Committee keeps record of the scholarship of the students. The contribution of Alumni Association called OSA to the college is mobilised by the Incharge / Secretary. Time to time OSA meetings are held. The members of association have contributed big deal for the developmental aspects of the college. Regular External Financial Audit is done on the funds received through various agencies. The Institution maintains a Wi-Fi equipped campus for its staff members which enables them to use IT tools. Further College campus is regularly used for various government competitive exams.

File Description	Documents
Paste link for additional information	Nil
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

The IQAC is a Nodal agency of the Institution and plays a significant role in maintaining and enhancing the quality parameters of the Institution. It conducts regular meetings for the institutionalising of quality assurance strategies and skill development of both the faculty and the students. Career counselling activities have been strengthened in the college and various Departmental Societies have been working for the enhancement of the students. Social services like blood donation camps and NSS programme concerning drug addiction, legal literacy, Swachh Bharat etc have been promoted. The grants received from RUSA and equity component have been used wisely for the constructional changes of the institute and for library books and furniture. The institution has started various Skill Oriented Certificate and Diploma courses under Jagat Guru Nanak Dev State Open University, Patiala and a total of 124 students have been registered. Teams of various teachers have been set to the nearby catchment areas in various Government and private senior secondary schools to increase the enrolment of the students during the session 2021-22. The Annual Sports Meet and Annual Prize Distribution held in the college premises, were held to motivate the students to excel in academic, sports and cultural activities. Under the guidance of Department of Higher Education (Punjab), College organised "Alumni Meet" of old students of the college, who are working as school teachers in the catchment area. Its aim was to increase enrolment of the students in the institution.

File Description	Documents
Paste link for additional information	http://www.gckpt.com/IOAC%202021-22.html
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

The teaching - learning process, structure and methodologies of operations and learning outcome at periodic intervals through IQAC have been reviewed and steps have been taken to enhance the teaching learning methodologies. To accomplish the academic goals the faculty is encouraged to attend Refresher Courses, Orientation Faculty Development Programs and Seminars. Various lectures and seminars are organised in the college itself.

- For first year students of all the streams an orientation lecture is organised to make them familiar with the surroundings of the Institution.
- The learning outcome are duly checked by the examination committee and results of both MST and university are compiled for the assessment of various departments
- The weak students are given special attention and extra classes are conducted for them and brilliant students are encouraged to enhance their capabilities.
- The incremental improvement is thoroughly checked by the department heads and further the staff is encouraged to perform their respective part in the Institution overall development.

File Description	Documents
Paste link for additional information	Nil
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)

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://www.gckpt.com/igac/Annual%20Report%202022.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The ultimate objective of our organisation is gender equity. In the past five years, there has been a focus on sensitization with the specific goal of educating girls, women, and society about the declining sex ratio of 896 females for every 1000 males (2011 census); sensitization regarding female health issues like period hygiene; legal rights related to women's ownership of parental property; rights of women related to sexual harassment at work; entrepreneurship and financial independence of women; and celebration of days related to women. The institution's top priority is the girls' safety and protection. On the campus, including entry and exit points, there are a total of 32 security cameras operating around-the-clock. Entry and exit locations have security personnel on duty around-the-clock. Daytime policewoman patrols in the community. Festival of Lohri was celebrated in January 2022 on the theme "beti bachao beti padhao". On 8 March 2022 "International Women's Day" was celebrated, which embarks the achievements of women and stresses upon gender equality.

File Description	Documents
Annual gender sensitization action plan	Nil
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	Nil

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	No File Uploaded

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

Solid waste management

There are two vermicomposting pits here. These are used to compost yard waste and leaves. The college's plants use the compost created in this way. The institution has taken part in several Clean City Green City and Swachh Bharat programmes.

Hazardous Chemicals

Few green experiments have been included in the curriculum at the affiliating institution, GNDU. However, the college has developed micro qualitative analysis for UG classes. the experiment(s) carried out in chemistry laboratories with adequate supervision.

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

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

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

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

B. Any 3 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	No File Uploaded

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

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

D. Any 1 of the above

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

<p>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</p>	<p>B. Any 3 of the above</p>
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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	No File Uploaded

<p>7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).</p>
<p>Grounded on merit the admission policy of the council is transparent and fair. The economically weaker scholars get ample occasion to apply for the education schemes offered by the council and individualities. Earn while you learn is</p>

another scheme to allow the scholars to earn while they're studying. Peer mentoring is encouraged between slow learners and advanced learners by giving group tasks. The terrain in the council is inclusive as the institution celebrates artistic diversity of the scholars by celebrating all the major carnivals in the council lot. The council sports day, all carnivals, days of National and International significance are done with great enthusiasm. Our artistic heritage is rich as besides conducting training to the scholars in Punjabi cotillion and music, they also get trained which can be seen at our periodic functions. We're in a region where scholars from different artistic and collaborative backgrounds got admission. The sanctioned language is Punjabi, Hindi and English, but scholars are free to converse amongst themselves in their indigenous languages as well. Tutoring is also multilingual. In Government action of "Ek Bharat Shreshtha Bharat" the council espoused the culture of Andhra Pradesh.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

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

The group takes upon the obligation of teaching Staff and the Students approximately the constitutional obligations, values, rights, responsibilities and duties of citizens. Voter's Day is celebrated every year to make the students and people aware about their exclusive right to vote. With collaboration to Ncc and Nss various awareness campaigns are conducted and teams of the students go house to house to spread awareness. The institution additionally organises SVEEP programs in collaboration with the district administration. Our college students actively participate in the campaigns , to encourage ladies to exercise their right to vote. The personnel and school carry out election responsibilities. The college has energetic teachers and non-teaching staff and time to time they exercise their right and make their demands in front of the authority. The college has an energetic Legal Literacy Cell. It

also celebrates the Colours of Democracy with the aid of using organizing an attention marketing campaign on Voter's day. A replica of the charter of India is positioned in the Library, and the Preamble, the Fundamental Rights and the Fundamental Duties are displayed in the library. Every formal characteristic of the university ends with the National Anthem. Employees and college students additionally take part in the programmes released by Government of India to our National Identity and Integrity. All the dates and days are marked at the annual planner that the institution palms out to all of the college students.

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

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

C. Any 2 of the above

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

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

The institution has kept the uniqueness of giving the best of the values and ethics as per the conventions and we are committed to celebrate national, international and social days (events) which promotes Indian as well as whole world's culture and moral values. The major festivals of all religions are celebrated. These celebrations help students to imbibe knowledge as well as spirit of unity without compromising their lecture hours. National days like National Voters Day, Republic Day, Independence Day, National Science Day, Gandhi Jayanti, Rashtriya Ekta Diwas, Thalesimia Day, Women's Day, Teachers Day, National Mother Tongue Day, etc. Likewise some eminent personalities's birth anniversaries are commemorated as Shaheed Bhagat Singh, Dr. B. R Ambedkar, Mahatma Gandhi, etc. On National Solidarity Day Rallies are organised. Days like World Soil Day, World Environment Day, World Yoga Day etc. are celebrated in college campus enthusiastically by the students and staff members.

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

7.2 - Best Practices

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

PRACTICE 1- ALL-ROUND DEVELOPMENT OF A STUDENT'S PERSONALITY

GOAL

- Education inclusion
- Student centric teaching practice
- Multifaceted development of students

CONTEXT

- Diligent teaching methods
- Inculcating preservation and enhancement of cultural values
- Promoting sports and fitness activities.

PRACTICE

- Theoretical, visual, written and multimodal teaching learning process
- Multitude of ventures carried out by NSS and NCC wings and interdepartmental societies.

PROBLEMS

- Lack of funds and short teaching available during semester teaching

PRACTICE -2: ENVIRONMENT SUSTAINABILITY

GOAL

- The endeavor of college to educate the students towards environment sustainability to produce a youth which is aware of, concerned about and has enthusiasm to deal with environment issues.
- Identify sustainability opportunities and issues and make recommendation for changes
- Increase the campus-wide environmental awareness
- Co-ordinate current and future sustainability efforts.

CONTEXT

- The faculty and students are facilitated to conduct studies and formulate plans pertaining to environment related pursuits adventures. The magnificent, natural and serene environment of the college itself allures N.J.S.A. family to adopt a teaching methodology promoting environment viability.

PRACTICES

- Plantation Drive
- Restructuring of vermicomposting unit
- Solid Waste Management
- Rainwater Harvesting System

- Campus Beautification Committee
- Environmental studies is a compulsory subject for students of UG classes

PROBLEMS

- Fragmentation of environmental themes in subject curricula, inadequate instruction material and lack of provision of proper environment handling guidelines are the challenges provided during this practice.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

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

Cultural activities bring people together create social solidarity and cohesion, foster social inclusion, promote community empowerment, enhance civic pride and fill the individuals with reverence for our country's rich heritage. Culture is indeed a glue that binds the people from different arenas together in harmony. The college endeavors to promote state as well as national culture by arranging large number of activities pertaining to conserve, maintain, foster appreciation of cultural legacy and create awareness about diverse culture in the present day youth. Following ventures portray the exemplary performance of the college viz-a-viz cultural aspects:

- In Zonal Youth Festival organised by GNDU, Amritsar from 29.10.2021 to 31.10.2021, N.J.S.A Government College

Kapurthala's students lifted Overall Trophy with their brilliant performance in the festival. The students secured first position in On the Spot Painting, Clay Modelling, Folk Orchestra, Folk Song, Geet Ghazal and Rangoli, second and 3rd position in Cartooning, Phulkari, Poster Making, Kavishari, Tabla Vadan, Debate and Luddi.

- On 27.04.2022 students participated in Inter College cultural Competitions organised by Kanya Maha Vidyalaya, Jalandhar under theme 'Annual Mega Event KMV's IT Euphoria (KITE 2022) in which our students earned eulogy.
- On 05.05.2022 Inter College Competitions in Literature such as 'Literary Characters Come Alive, Literary Quiz, Calligraphy and Portrait Making', organised by Kanya Maha Vidyalaya, Jalandhar under theme 'Litmania-2022' Harleen Kaur received consolation prize in Portrait Making Competition.
- Celebration of Lohri, Teej and other festivals related to languages in the campus reflect institution's cultural attributes.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

- Arrangement of inaugural session for new students admitted to the College.
- Strengthening Information & Communication Technology in the college.
- Development of learner-centric environment.
- Encouraging teachers to adopt the required knowledge and use of modern technology.
- Conduct of class tests, classroom presentation, assignment and Mid Semester Examination.
- Provision for participation in cultural activities, Sports, NSS and NCC.
- Provision for facilitating students for online mode of admission.
- Provision for renovation of college building.
- Provision for construction of new parking, solar system .
- Provision for use of newly constructed Conference Hall.
- Provision of organisation of workshops/Seminars/Conferences for students.

- Provision for Extension Lectures to students from learned persons.
- Arrangement for remedial classes for slow learners.
- Special economic assistance to students.
- Strengthening library facilities of the college.
- Provision for Career and Counselling activities in the College.
- Provision for arrangement of Annual Sports Meet, Annual Prize Distribution.
- Provision to Continue college annual publication of magazine 'RANDHIR'.
- Provision for Subject/Department Associations/Societies.
- Teaching according to pre-planned 'Lesson /Teaching Plan' by every teacher.
- Provision for feedback response from students, parents and other stakeholders to ensure quality education to students.
- Active participation in Drug De-addiction programmes, DAPO, SWEEP, Legal literacy, Swachh Bharat programmes.