



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		GOVERNMENT RAJINDRA COLLEGE
Name of the head of the Institution		Dr. Satnam Singh
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		01642211983
Mobile no.		8146146100
Registered Email		gcbathinda@gmail.com
Alternate Email		principal@grcb.ac.in
Address		Guru Kashi Marg NH64 Bathinda
City/Town		Bathinda
State/UT		Punjab
Pincode		151001
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Jyotsna Singla
Phone no/Alternate Phone no.	01642211983
Mobile no.	6283385676
Registered Email	gcbathinda@gmail.com
Alternate Email	principal@grcb.ac.in

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://grcb.ac.in/Articles/aqar
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://grcb.ac.in/Downloads/NAAC/calendars/GRC-Calendar-2018_19.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B+	2.62	2016	16-Sep-2016	16-Sep-2021
2	B+	77	2004	03-May-2004	02-May-2011

6. Date of Establishment of IQAC	03-Apr-2012
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
No Data Entered/Not Applicable!!!		
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional	Budget Salary	State Government	2018 365	64362000
Institutional	Budget Expenses Miscellaneous	State Government	2018 365	1037000
Institutional	RUSA Centrally Sponsored Scheme	Central Govt	2018 365	3674132
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:

No

Upload latest notification of formation of IQAC

No Files Uploaded !!!

10. Number of IQAC meetings held during the year :

1

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

No

Upload the minutes of meeting and action taken report

No Files Uploaded !!!

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

No

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

1.Emphasising the importance of educating the students about keeping the environment green and healthy, the IQAC advised to conduct seminar and rally on Swacch Bharat, encouraged tree plantation among students and community.

2. The youth is the future of the nation. So it is essential to impart knowledge about drug addiction, AIDS etc. which impact the health and performance of youth. Hence, the IQAC suggested to organise seminars, poster making competitions, paper reading etc. to spread awareness about these serious issues.

3. To promote academics, the IQAC suggested to motivate students to participate in quiz competition, paper reading etc. so that they gather knowledge about varied topics, organise and present it.

4. To promote AIDS awareness and Gender equality college walls were painted with different slogans.

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

Plan of Action	Achivements/Outcomes
Seminar, Rally, Tree plantation on Swachh Bharat	These activities were done from time to time (Details in Extension activities)
Seminar, Poster making, Paper Reading on AIDS and Drug Addiction	These activities were done from time to time (Details in Extension Activities)
Motivate students to participate in quiz competition, paper reading etc.	Students participate in such activities both at institutional level as well as inter-college and state levels (Details in Extension activities)
No Files Uploaded !!!	

14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
College council	30-Jul-2022

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

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2018

Date of Submission

30-Sep-2018

17. Does the Institution have Management Information System ?

Yes

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

The college manages the data of students through college website. The complete process starting from applying for any course to admission, roll no. Allotment is done through college website.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The college develops and deploys action plans for effective implementation of the curriculum to achieve its vision, mission and objectives in the following ways: (1) an academic calendar is prepared before the commencement of the session in consultation with the Heads of department and their faculty members. (2) The course content is split into two terms in the semester system i.e. (July-December and Jan-May) keeping in mind the convenience of the learners. (3) The teachers progress with the syllabus in a step by step manner keeping in mind the pace of the learners. (4) Books are recommended by the teachers to the students in addition to the prescribed books in order to inculcate reading habits among students. (5) The university norms are strictly followed for determining the eligibility for university exams. The teachers receive support from the college and the affiliating university for effectively translating the curriculum and improving teaching practices. The heads of the departments maintain healthy interaction with the university teachers in order to improve their knowledge and skills. The existing courses are modified to meet the emerging national and global trends in consultation with University during the meetings of Board of Studies. Also The college incorporates UGC/ Punjabi University/ Punjab Government guidelines for developing and restructuring the curriculum. Teachers have easy access to the library of the college for knowledge upgradation. The college library has a good collection of books and has subscribed to various journals. Apart from the Print resources the college has computer lab equipped with about 100 machines with latest configuration. Most of the departments are provided with the internet facility. Financial Assistance is provided by the college for post graduate students for participation in seminars and conferences in order to boost their research aptitude. Financial assistance is provided for educational tours for students to widen their educational experiences. Various seminars, extension lectures and workshops are organized in the college by the departments in order to provide a platform for interaction activities among students and staff. Teachers are permitted to attend different refresher courses, orientation programs, conferences, seminars and workshops at different universities to upgrade their skills.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NA	NA	Nil	0	Nil	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BCom	Honours	01/07/2018
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MA	Political Science	01/07/2015
MA	History	01/07/2015

MA	Philosophy	01/07/2015
MSc	Maths	01/07/2015
MSc	Physics	01/07/2015

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Environment and Road Safety	01/07/2011	1143
Drug Abuse	01/07/2013	1143
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BBA	Management	50
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>The feedback mechanism of the institution is through regular meetings of bodies instituted for this purpose. • Rajindra Old Student Society (ROSS) • Parent Teacher Association (PTA) • Student feedback Performas • IQAC members of the institutes. Members of the college interact with their academic peers from other colleges and from the university to discuss the relevant concerns received from students, teachers, alumni and parents as feedback on teaching-learning programs, new add on certificate/diploma courses and any required changes in syllabus. IQAC and other committees take note on infrastructure requirement, library access, study environment and all the other students need. The feedbacks are conveyed to the Principal of the college, IQAC and convenors of different committees, in which any change to be incorporated therein are discussed.</p>

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MSc	Maths	30	99	36
MA	Philosophy	30	68	30
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	3796	322	86	9	3

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
98	16	13	13	13	9

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

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

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

Needy students were given counselling and advice by competent faculty members at the start of the academic year. They receive advice to enrol in streams and disciplines based on the interests, perceptions, and potential they demonstrate during admission. The pupils mentors also offer them psychosocial counselling. Students frequently ask their lecturers for advice on selecting a job and for information on how to pay for the necessary resources to fulfil their professional ambitions. Professional counselling, well-planned workshops, and seminars offer information on a range of career alternatives. The college holds lectures and seminars throughout the year on topics related to students future academic endeavours, employment, and careers.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
4112	98	1 : 42

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
79	79	0	3	7

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies

2019	Dr. Manjit Singh	Associate Professor	BEST TEACHER AWARD
2019	Dr. Manjit Singh	Associate Professor	NATION BUILDER AWARD by ROTARY CLUB, FARIDKOT
2019	Dr. Surjit Singh	Associate Professor	State Honour on Republic Day for Imandaari di Dukaan
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MSc	Maths	semester	24/12/2018	16/07/2019
MA	Philosophy	semester	24/12/2018	10/04/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

As the college is affiliated to Punjabi University Patiala, we are obligated to follow the guidelines established by the university with regard to student assessment conducted internally. To calculate the consolidated semester grades, the internal assessment grades that were determined in this manner are added to the results of the semester-ending exams. Govt Rajindra College is focused on encouraging a culture among educators that supports continual review of stakeholders and increases the productivity of their work by giving them a variety of logistical tools. Due to the way the semester system operates, each teaching day makes up a sizable chunk of the total amount of instruction for the semester. The institutions system for evaluating students is highly organised. Class tests, quizzes, seminars, and participation in class discussions that result in a consolidation of the underlying concepts learned in class are used as part of this ongoing review.

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

The college is affiliated to the Punjabi university Patiala, and the affiliated colleges under the university follow the academic calendar prepared by the university. The college adheres strictly to the academic calendar in terms of teaching and conduct of Examination prepared by the university

2.6 – Student Performance and Learning Outcomes

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

<https://grcb.ac.in/Articles/other>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year	Number of students passed in final year examination	Pass Percentage
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			examination		
Nill	MA	Political Science	40	38	95
Nill	MSc	Maths	35	33	94.2
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2.7 – Student Satisfaction Survey

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

https://grcb.ac.in/Downloads/NAAC/sssr/Student-feedback-Analysis-2018_19.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Total	0	NA	0	0
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
NA	NA	

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

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

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
NA	NA	NA	NA	NA	Nill
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

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

Name of the Department	Number of PhD's Awarded
NA	0

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

Type	Department	Number of Publication	Average Impact Factor (if
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			any)
National	Psychology	2	0
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
NA	0
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NA	NA	NA	Nil	0	NA	0
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NA	NA	NA	Nil	0	0	,NA
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	3	0	0
Presented papers	1	3	Nil	Nil
Resource persons	Nil	Nil	1	Nil
View File				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Swachh Bharat abhiyan	NSS	4	200
View File			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students
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			Benefited
NA	0	Nil	0
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Swachh Bharat abhiyan	NSS	Swachh Bharat abhiyan	4	200
Health Check Up Camp	NSS	Health Check Up Camp	4	220
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NA	NA	NA	0
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NA	NA	NA	Nil	Nil	NA
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Central University of Punjab, Bathinda	31/08/2015	Teaching, Research in Science, Mathematics	1050
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
135410	34678

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Seminar halls with ICT facilities	Existing
Class rooms	Existing
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
EGranthalaya	Partially	3.1	2012

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Others (specify)	50296	Nil	85	Nil	50381	Nil
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

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

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	90	57	90	2	2	6	18	1	4
Added	0	0	0	0	0	0	0	0	0
Total	90	57	90	2	2	6	18	1	4

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

1 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	NIL

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
459472	116091	380930	57553

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

The procedures and policies followed for maintaining and utilizing infrastructure are aligned towards easy accessibility of available infrastructure for students. The institute invests interest in the development of extracurricular activities among students. Infrastructure profile Academic: Some of the classrooms equipped with projectors. Though access to wifi facilities are not given to students mobile they can access internet facility under the supervision of teachers. The library development is supervised by Library Advisory Committee. The library has an experienced and knowledgeable library staff. Books, journals and magazines, etc. are purchased in consultation with staff members, under the supervision of the library advisory committee. Each laboratory has dedicated lab assistants and attendants for regular maintenance of laboratory equipments and stock keeping of chemicals and materials on regular basis. The computers and internet resources and other facilities in the college campus is provided through technically and technologically well-qualified staff. The college campus is covered by CCTVs for comprehensive security. Office attendants along with non-academic staff assist in the administration work and proper maintenance. Medical assistance is provided to students. A doctor on-call facility is available in the institute. The overall maintenance of the college campus is done under the supervision of a consultant/civil engineer, junior engineer, and maintenance committee of the college. The College campus has an efficient team of masons, Carpenters, Electricians, Plumbers and housekeeping staff assisting in college maintenance. A simplified and transparent procedure is followed in utilizing the available facilities in the college. Students write an application for utilizing a facility (auditorium, open theatre, sports ground and seminar hall, etc.) which is forwarded by the authorized committee of the college

<https://grcb.ac.in/Articles/other/ICT-Enabled-Classrooms>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NA	0	0
Financial Support from Other Sources			
a) National	NA	0	0
b) International	NA	0	0
No file uploaded.			

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved

Yoga	01/07/2017	60	Philosophy Department
Counselling	01/07/2017	100	Psychology Department and Employment Exchange, Bathinda
Mentoring	01/07/2017	4112	All the departments of College
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Skill development under Finishing school	200	250	50	50
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
IOL Chemical and IOC	150	30	Azit Pvt. Ltd	5	2
View File					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	20	ALL	ALL	NA	Post Graduation
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	12
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Sports Meet	College	100
Saraswati Sangeet Sabha	College	100
No file uploaded.		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Gold	National	1	Nil	00	Amanjot Kaur
View File						

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

As per the Punjab state government policy, student council or similar body cannot be elected in the college. However, the presence of various departmental societies and clubs ensure student representation in function of college. Their concerns are communicated to the college authorities through these society and clubs. In the absence of elected body of the students, they have following platforms through which their concerns, opinions and ideas can be conveyed to the college administration. The college has a number of societies (07) where students of respective departments participate in their activities. These activities are organized by staff and students of these departments. Students also act as students editors which form the editorial board of college magazine. They help the teacher editor in making selection of articles to be published in their respective section. Our college has 05 clubs namely Debate, Nature, Population, Youth and Health. These clubs are open to the students of all faculties which provide platform for blooming of their talent.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The college does have an alumni association, ROSS- Rajindra Old Students Society which plays a significant role in college functioning. The administrative body comprises of the senior most alumni from the college faculty and some prominent educationists who also have been old students of the college. The administrative body holds meetings from time to time to evolve policies regarding the working of the association. Old students are registered as life time members of the association at a very nominal fee. They are sensitized to the needs of institution and are made aware of the responsibility towards their alma mater.

5.4.2 – No. of enrolled Alumni:

78

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

1

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Every institution that is expanding needs to decentralise its power. The following actions are made to ensure the colleges decentralised operation: For a college to operate effectively, there are various college committees. For the past few years, it has been increasingly common for new committees to be formed at the beginning of each academic year for various college projects. There are now 28 committees at the college. Committees constituted for the 2018-19 year are as follows: • Admission Committee • Research Committee • On-Line Attendance Committee • Youth Club • Scholarship Cell • Building Committee • Purchase Committee • Library Committee • Hostel Committee • Website Committee • HEIS Apart from these there also existed other committees instituted according to government policies • Grievance Handling Committee • Anti ragging Committee • Anti drug committee • Student Counselling Centre • Career Counselling and Placement committee Student Level: Students' participation is also encouraged at various levels in college policy and decision making. There is active alliance of students in student council that helps in coordinating the organisation and managerial activities of institution Students, being the key stakeholders of the institution, are the part of the IQAC and their suggestions are considered for the quality initiatives taken by the cell. Non-teaching level: Non-teaching staff are represented in the IQAC. Suggestions of the non-teaching staff are considered while framing policies and decisions. The institution also promotes the culture of participate management at various levels like: 1. Strategic Level - The principal, staff council, IQAC and other committees are involved in defining and framing guidelines, policies and procedures with regard to admission, examination, discipline, grievance, finance etc. 2. Functional Level - Faculty members share knowledge amongst themselves, students while working for a committee. 3. Operational Level - The principal interacts with government and other external agencies and faculty members on regular basis to make its working more effective. Students and non-teaching staff also join hands for effective execution of different academic, administrative extension and extracurricular activities.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	As per University directions
Teaching and Learning	To add new tools and methods in learning like You tube and other video

	based learning material
Examination and Evaluation	As per University instructions there are 2 class test prescribed for each semester but our institute has more focus on continuous and frequent evaluation. Teachers are directed to take weekly tests to ensure quality learning
Research and Development	NA
Library, ICT and Physical Infrastructure / Instrumentation	IQAC is consciously looking after best utilisation of available IT infrastructure
Human Resource Management	Teaching and non-teaching staff are the core resources of college. to achieve their goals. College organises seminar and programme for development of professionalism in staff. The IQAC arranges training programme for teaching and non-teaching staff of the college. Both, the teaching and the nonteaching staff are encouraged to participate in training, refresher, orientation program, workshop, induction program organized by external professional agency as well.
Industry Interaction / Collaboration	To be honest we are lacking in it but we are taking initiatives to boost career and job related orientation in students.
Admission of Students	Admission through an online integrated portal (grcb.ac.in).

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

E-governance area	Details
Planning and Development	Information is published on college website, timetables, class, sections faculty rooms and societies. All notices are published on college website (grcb.ac.in). Online admission, fees deposits and scholarship applications are also done through website. Other information such as latest development in the college, notices are regularly being updated on the college website.
Administration	iHRMS portal of Punjab government made administration smooth, quick and technosavy. ACRs/APARs, leave application, pay roll and other application requests can be done via integrated system. GeM and eproc are govt portals to purchase goods in fast and transparent manner.
Finance and Accounts	College follows Public Fund

	Management System (PFMS) guidelines. The Finance and Account branch of the college ensures transparency during transaction. Transaction receipts get uploaded on the PFMS system regularly.
Student Admission and Support	The admission-related procedures, latest updates, scholarship related information, cutoff marks lists of admission category wise uploaded on college website. Reservation policy strictly followed during preparing cut off marks list. Information regarding examination committee, admission committees, grievance committees and nodal officer for admission, is being made available on website.
Examination	The college website is regularly updated to keep the students and faculty informed about the upcoming examination. Short attendance related notices are also displayed on the website to keep the student inform.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Nil	Nil	Nil	0
2019	Nil	Nil	Nil	0
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Nil	Nil	Nil	Nil	Nil	Nil
2019	Nil	Nil	Nil	Nil	Nil	Nil
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

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

ARPIT	1	01/11/2018	28/02/2019	120
National Workshop on Quantitative Methods in Social Sciences	1	27/05/2019	07/06/2019	12

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	Nil	0	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Medical Reimbursement, Group Insurance	Medical Reimbursement, Group Insurance	Scholarships

6.4 – Financial Management and Resource Mobilization

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

The Internal audit makes a thorough audit of the expenditures of the institute. Institution does initiate timely audit as per directions of Govt. of Punjab. The statement of last audit is available with the back office. Internal and external audits arrangements are given below:- 1. The internal audit for all the PTA, HEIS and UGC grants etc. is carried out by the authorized CA. 2. The external audit for the entire students funds is carried out by the auditors of FD Punjab from time to time. 3. The external audit of all government grants/ other grants is carried out by auditors of the AG Punjab. Being a government institution the college complies with all the suggestions/ objections of auditors.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	Nil

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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	Yes	Principal
Administrative	No	Nil	Yes	Principal

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

The Parent-Teacher Association provides PTA fund which is used for paying TA/DA of teams participating in sports and cultural activities. The PTA fund (Parent Teacher Fund) which is used for development of the college, reimbursement of guest faculty salary and for providing facilities to students. PTA is also helpful in evaluating the teachers as external peers.

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

The skills required to function with the changing requirements of working with Online financial and management systems is imparted by the government from time to time.

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

Imandari ki library started to encourage sharing of books and developing reading skills. Inter department lectures in the college Plan to increase the ICT enabled classrooms

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
Nil	there are many activities college has done but IQAC noting was not done	Nil	Nil	Nil	0

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Paper Reading on International Womens Day	08/03/2019	08/03/2019	70	30

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

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

Botanical garden of the college has a rain tank to collect rain water which is later used to water the plants. To sensitize students about conservation of electricity awareness programmes are organised.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Provision for lift	No	0
Physical facilities	Yes	4
Scribes for examination	Yes	2
Rest Rooms	Yes	4
Braille Software/facilities	No	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	Nil	8	01/09/2018	1	Rallies, seminars etc.	Constitutional rights, Voting rights, AIDS awareness etc.	300
View File							

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

Title	Date of publication	Follow up(max 100 words)
NA	Nil	Nil

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No to drug campaign	Nil	Nil	200
View File			

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

1. No to plastic initiative started
2. firing up of litter in campus is prohibited.
3. College has eco-friendly waste management system in the campus.
4. Annual tree plantation
5. Herbal garden and botanical garden

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Imandari ki dukaan is one best practice started in the college and adopted by Punjab Government to be setup in all government colleges of Punjab. Dr. Surjit Singh was honoured on Republic Day for the same. Mentorship 1. Objectives College has successfully implemented Mentorship program this year and difference is visible in students benefited from. The new comer adolescents are being acclimatised with the college, fellow students, and helping them navigate

any other issues they may be facing. As college have large number of outstation students, who often experience significant environmental change. mentorship program college run is one one the best practices.

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

<https://grcb.ac.in/Articles/other>

7.3 – Institutional Distinctiveness

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

The distinctive characteristics of the institution define the college vision and mission as below: (a) The college ensures that the vision and mission of the institution is in tune with the higher education, policies of the country by introducing modern, technical career oriented courses. (b) Majority of the students of the college belong to rural areas and economically weaker sections of the society. The college has thus made higher education accessible to the deprived lot. The students of the institution pass with flying colors and are placed in different fields varying from teaching, banking to commerce and business. The college motto, sweetness and light epitomize the distinctive features of the institutions.

Provide the weblink of the institution

<https://grcb.ac.in/>

8.Future Plans of Actions for Next Academic Year

The next academic year is a new hope and is begun with great enthusiasm. The institute is ready to provide uninterrupted quality education. Being a suburban, in other words a rural area dominated institution we have to work really hard as we need to provide all the possible support to students. Few issues that need to be addressed are: 1. Motivating the students to develop reading habits along with inculcating moral values. 2. providing reading material 3. Providing more opportunities to the students to explore their talents. 4. Work for better employment opportunities for the students. 5. To provide teacher remedial on best use of ICT tools